



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

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

<b>1.Name of the Institution</b>		Govt . College Khertha
• Name of the Head of the institution		Dr. Yaser Qureshi
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		07748299900
• Mobile no		9981426786
• Registered e-mail		govtcollege_khertha@rediffmail.com
• Alternate e-mail		govtcollegekhertha491771@gmail.com
• Address		Village Khertha
• City/Town		Block Dondilohara, Distt. Balod
• State/UT		Chhattisgarh
• Pin Code		491771
<b>2.Institutional status</b>		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Hemchand Yadav Vishwavidyalaya, Durg				
• Name of the IQAC Coordinator	Pradeep Kumar				
• Phone No.	07748299900				
• Alternate phone No.					
• Mobile	9589693148				
• IQAC e-mail address	govtcollegekherthaiqac@gmail.com				
• Alternate Email address	govtcollegekhertha491771@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="http://govtcollegekhertha.in/Collge.aspx?PageName=AQAR%20Reports">http://govtcollegekhertha.in/Collge.aspx?PageName=AQAR%20Reports</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://govtcollegekhertha.in/Collge.aspx?PageName=Academic%20Calendar">http://govtcollegekhertha.in/Collge.aspx?PageName=Academic%20Calendar</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.36	2022	12/07/2022	11/07/2027
6.Date of Establishment of IQAC			23/12/2015		
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	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>13</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1. Value-added course, Basic Computer Literacy Course (BCLC) is introduced. 2. Participation in NIRF. 3. Coordinated the conduct of NAAC cycle -1 accreditation process, Institute accredited with B grade CGPA 2.36. 4. Implement more ICT tools in the teaching-learning process.		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
Establishment of Computer lab.	Computer Lab.has been established and Basic computer literacy course as value added course is introduced.	
Submission of Data to NIRF 2021 ranking	Successfully participation in NIRF.	
Green campus initiative.	Planted sapling in campus.Botanical garden is established. Environment audit, energy audit and green audit conducted.	



ISO Certification	Institute has been Certified with ISO 21001:2018.
MOU's Activity	Different collaborative activities organized with MOU partners.
Campus Placement	Our students selected in campus selection.
More support to divyagjan	Institute has provide male and female assistant Scribe & reader.
Women Counseling Cell	The institute has a Girls common room and Two washroom every washroom has sanitary vending machine with incinerator. Women counseling cell arrange time to time different activity like arts and craft making, beauty parlour training, cooking classes, and different competition like mehndi, Rangoli, Hair styling, Ramp walk, Beauty Contest etc.
Providing career guidance	The institute arrange E-classes for students and promotes to use of e-content.
Implementation of greater ICT tools in Teaching learning	The whole campus is having open access Wifi, Classrooms are with LCD projector. Teacher's use the projector to teach the students.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	



Year	Date of Submission
2020-21	05/02/2022

### 15. Multidisciplinary / interdisciplinary

A distinctive feature of Govt. College Khertha is the sustained effort of its IQAC towards curriculum enrichment through interdisciplinary and multidisciplinary activities as they provide a social context and perspective to the teaching-learning process and an opportunity to broaden the knowledge gained from regular curricular activities.

a) Govt. College Khertha has 9 departments spanning Science, Arts, and Commerce. Environmental Science, Hindi & English Languages as Foundation course hence is fully prepared and geared up for offering a complete multidisciplinary and Interdisciplinary experience to its learners. Some departments offer elective papers to students as part of their curriculum.

It is essential today to inculcate in the young generation good moral and ethical values and attitudes that will help them overcome any kind of obstacles and help them to excel in whatever profession they may choose to follow. Towards this end, the college has initiated a host of programs that adopt different strategies towards making the students 'Future-Ready' for different spheres of life.

b) Govt. College Khertha follows the course structure and curriculum as approved by the Hemchand Yadav University Durg. Thus the college will implement in letter and spirit the curriculum and course structure as formulated by the University as per NEP. The college has the necessary expertise to implement the curricula linkages and integration between Humanities and Science.

The detail of the programs & courses are as follows:

**Bachelor in Arts:** Foundation course Hindi Language & English Language, Sociology, Geography, Hindi Literature, English Literature, Political science, and Environmental science.

**Bachelor in Science:** Foundation course Hindi Language & English Language, Botany, Zoology, Chemistry, Environmental science.

**Bachelor in Commerce:** Foundation course Hindi Language & English Language, Business Math, Business Communication, Business Regulatory Framework, Business Economics, Business Environment,



Income Tax with GST, Indirect Tax, Principles of marketing, International Marketing, Entrepreneurship.

The integration of science and humanities is associated with outcomes such as increased empathy, and teamwork; improved visual diagnostic skills; increased tolerance for ambiguity; and increased interest in communication skills.

c) The College will implement and provide courses involving flexible and innovative curricula as per the list approved by the University. The college boasts a very active and vibrant NSS and Red cross & ECO club. NSS has adopted one village Khaira as an "Adopted Village". Through these initiatives, the college is already involved in community engagement and service, environmental education, and value-based education.

(d) The college will adhere to the 3-year curriculum framework as provided by the University. The college already has a well-established framework for offering elective courses in which student strength varies every year, hence is completely prepared for this concept of multiple entries and exits.

For example, the two Value added courses "Basic Computer Literacy Course " and " Spoken and writing English course" are organized by the college administration and are offered free education for all students. Computer literacy and English language communication are the tough areas for our socio-economically weaker students, so the institute is always trying for holistic development and a flexible curriculum also.

(e) The college curriculum already stands for Inspire interdisciplinary ideas for innovation. Whose main objective is to foster interdisciplinary research at UG & PG levels. The curriculum of the final year has field surveys, field trips, and field project reports is fulfilling the vision of the institution. The faculty is involved in research work and one of the faculty members is also recognized as a research guide in Zoology subject by the affiliating university.

(f) The college's objective of encouraging and supporting inter and multidisciplinary research at UG and PG level fulfill the objective of NEP 2020. To increase GER institutes make endeavors to plan and approach near schools. To break hurdles between arts and sciences, between curricular and extra-curricular activities, the college



organized program as an interdisciplinary model exhibition, essay competition, quiz competition, and many extension activities.

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

(a) As our college is affiliated with the Hemchand Yadav University Durg (C.G.) and all the matters related to the syllabus & academics are under the purview of the affiliated university's acts and ordinances.

According to the university norms, we will implement ABC.

(b) As stated in point (a) we will act as per the guidelines of the affiliated university. We have not registered in the ABC.

(c) Our college has collaborated with many organizations for guest lectures, quality-related initiatives, placements, internships, and career guidance. Joint degrees between Indian and foreign institutions and credit transfer is a matter related to the university and whenever it is implemented at the university level, we will follow the guideline.

(d) Faculties are encouraged to take classes by use of ICT with interactive methods, Powerpoint presentations, and e-classes. Students are assigned project work, field practical work, and other methods.

As per the guideline of the higher education department, our college's two departments namely Zoology and English developed the value-added course as per the local needs.

(e) Not applicable

#### 17.Skill development:

(a) we have organized different programs like Hindi kavya gosthi, group discussions on the importance of the English language, career guidance, yoga and meditation for stress management, beauty parlor training, wooden sculpture arts training, clay art, painting, etc. The college also organizes summer camps.

(b) We have offered two value-added courses namely the "Basic computer literacy course" and the "Spoken and writing English course". These courses are designed as per the local needs.

(c) Our college has conducted life skill programs like sanitization, health and hygiene sessions, self-defense, SVEEP programs, science



day, entrepreneurship program, workshop on arts and craft making, and conducted the birth anniversary of great leaders.

(d) Not applicable

(e) As our college government entity courses /program offered is decided by the state government/university. Whenever they instruct us we will implement it. We have introduced two value-added courses namely the "Basic computer literacy course" and the "Spoken and writing English course". These courses will undoubtedly enable the student to gain a more holistic and better understanding of current challenges.

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

(a) We are offering our courses/program as decided university or state government.

(b) We provide classroom lectures in English and Hindi and sometimes in the Chhattisgarhi language.

(c) All the degree courses taught in the Indian language & bilingually in our college.

(d) (i) Not applicable

(ii) Not applicable

(iii) Not applicable

(iv) Not applicable

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

(i) Our college has developed its course attainment system to know level courses/programs. Attained by students.

(ii) By getting course/program attainment, we know the level of attainment through the effort of IQAC. All the teaching staff modifies /adjusts and does needful work according to the attainment.

(iii) Not applicable

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

(a) As our college-affiliated college of the university we cannot offer vocational courses in distance/online courses.

(b) In our institution we are using ICT tools like projectors, online teaching material, and e-classes. Our teachers are regularly providing e-classes and wherever needed they perform classes/lectures using online platforms and using blended learning.

### Extended Profile

#### 1.Programme

1.1 126

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

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1 570

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 142

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 183

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

#### 3.Academic

3.1 12

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

11

Number of sanctioned posts during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**4.Institution**

4.1

12

Total number of Classrooms and Seminar halls

4.2

5512191

Total expenditure excluding salary during the year (INR in lakhs)

4.3

11

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

The systematic implementation of the prescribed syllabus has been done here. Curricular and co-curricular activities are properly planned in the academic calendar. This college is affiliated with Hemchand Yadav University Durg and follows the university's prescribed curriculum.

These are as follows:-

The annual academic calendar provided by the department of higher education Chhattisgarh college also has its own academic calendar. This calendar specifies available dates for significant educational, co-curricular and extracurricular activities. It is displayed on the notice board and also on the website of the college.



Time table prepared by the timetable committee theory and practical classes is conducted keeping in mind the semester/ annual exam. The timetable is displayed on the notice board and college website.

The seminar group assignments, workshops, unit tests, etc. effectively deliver the curriculum. The college library provides essential study material.

Advanced learners and slow learners are identified by the above tests. Remedial classes are carried out for slow learners.

Orientation/ Refresher courses, seminars/ workshop, etc upgrade their skills for effective delivery of the faculty members, they follow innovative pedagogy of teaching methods like the internet, e-notes, etc. Feedback is taken from faculty students, alumni, employers, and parents.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://govtcollegekhertha.in/Content/304_175_1.1.1%20(Data%20B)%20Link%20(1).pdf">http://govtcollegekhertha.in/Content/304_175_1.1.1%20(Data%20B)%20Link%20(1).pdf</a>

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

At the beginning of the session, the college administration allocates papers to the faculty members. The college timetable is prepared well in advance and uploaded on the website. The timetable is also displayed outside each lecture room and laboratory, which helps in monitoring the regularity of classes. Timely completion of syllabus, revision, and internal evaluation is carried out in compliance with the schedule listed in the academic calendar. The performance of students is assessed continuously. Tests, assignments, presentations, and mock practical exams are held in a time-bound manner. The criteria for internal evaluation are displayed on the college website and notice board. Students are also apprised of the same on the departmental orientation day and it is reiterated in classes as well. The college holds regular faculty meetings to ensure that continuous assessments are executed efficiently. To ensure timely completion of the syllabus, the teaching plan of each teacher is obtained in advance, and information on syllabi covered every month is sought thereafter.

Students and parents have access to internal assessment and attendance records offline. This information is updated regularly on the internal assessment register. Any queries or discrepancies are resolved satisfactorily.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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**

**B. Any 3 of the above**

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

## **1.2 - Academic Flexibility**

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

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

**3**



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

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

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

2

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

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

125

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

### 1.3 - Curriculum Enrichment

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

**GENDER Issues:** The Foundation Course taught across programs, addresses Gender issues like Female Feticide and Dowry. The College integrates the same into the personality of the students. The courses of Hemchand Yadav University curricula that contribute towards gender equality and minorities' rights are covered in B.A.II Sociology-Paper-I: Unit-II, Women, and Minorities. **HUMAN VALUES:**



Values are desirable and worthy of esteem for their own sake. Human values help us to live in harmony with the world. The College addresses the various aspects of Human values and integrates the same into the Curriculum in the following manner: The National Service Scheme and Red Cross conduct Blood Testing camps, SVEEP conducts Voter Awareness and Registration Programs. Eco club conduct activities related to environment conservation program and also the Collection and Disposal of E-Waste. PROFESSIONAL ETHICS: The courses that address this aspect include Organizational Behavior, Business Environment, Press Laws & Ethics, Ethics, and Corporate Governance. The initiative of the College to integrate this value into the extra curriculum activities through various committees to inculcate Professional Ethics in the students.

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

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

6

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

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

180

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

#### 1.4 - Feedback System

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://govtcollegekhertha.in/Content/353_175_1.4.1.%20(Data%20A)%20Link.pdf">http://govtcollegekhertha.in/Content/353_175_1.4.1.%20(Data%20A)%20Link.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://govtcollegekhertha.in/Content/354_175_1.4.2.%20(Data%20B%20)%20Link.pdf">http://govtcollegekhertha.in/Content/354_175_1.4.2.%20(Data%20B%20)%20Link.pdf</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

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

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



209

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

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

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

209

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

## **2.2 - Catering to Student Diversity**

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

Initially, the college used to distinguish slow and advanced learners based on the marks scored by the student at the entry-level 12th examinations. The academic performance in the previous academic year is a good indicator to identify slow and advanced learners. The heads of the concerned department prepare a list of the slow and advanced learners to bridge the knowledge gap of the enrolled students. From the academic year 2018-19, a new policy has been adopted to organize special programs for slow and advanced learners at the undergraduate level. English, Geography, Chemistry & Accountancy is identified by us as the subject which needs extra attention. Identification and classification of students into advanced (aggregate 75% and above) and slow learners (below 50%), based on their performance in various components.



File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/313_175_2.2.1.%20(Data%20A)%20Link.pdf">http://govtcollegekhertha.in/Content/313_175_2.2.1.%20(Data%20A)%20Link.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
570	12

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

### 2.3 - Teaching- Learning Process

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

**Methods of teaching: Experiential Learning** – Apart from prescribed field projects for Botany, Zoology, Geography, and Environmental Science depts., each department encourages students to get an experience of what they are exactly studying in the books. Deptt. of English and Hindi shares the experience of their novels, drama, and poetry through the teaching-learning process. Dept. of Political Science arranges study tours to the local government and court. Dept. of Sociology frequently visits the local society and prepared a documentary on it. Dept. of Zoology, Botany, and Chemistry do their prescribed practical work. Rangoli Competitions of 'Educational and Social Diagrams' are organized for a better understanding of the student. **Participative Learning** – This type of learning is visible in the actual learning process of our college where students participate actively in every departmental event such as seminars, group discussion, chart making, essay & slogan writing, and other activities. All the Departments of the college conduct 'day or Jayanti allotted to them like AIDS day and teacher's day. **Problem-Solving Method** – While teaching in the class, students participate in the learning process and experience those things in his/her practicals, fieldwork, and visits.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://govtcollegekhertha.in/Content/314_175_2.3.1.%20(Data%20B)%20Link.pdf">http://govtcollegekhertha.in/Content/314_175_2.3.1.%20(Data%20B)%20Link.pdf</a>

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

Government college Khertha is a rural college and has fewer resources for its development. Although the The institution has done its best for providing ICT infrastructure and learning resources to enhance learning experiences. Keeping in mind the importance of ICT, the e-learning environment is created in one seminar hall with LCD projectors, audio-visual facilities, and various ICT tools. In addition to the chalk-and-talk method of teaching, the faculty members are using IT-enabled learning tools like Google classroom, easy-to-use tools that help teachers manage coursework like Assignments, PPTs, quizzes, etc. 1. To attain competence, faculty record and upload lectures on YouTube channels and classrooms. Tools like KineMaster and similar types of tools are used by faculties to record lectures. 3. Our college has a learning management system (google workspace for education fundamental) provided by Google Inc. 4. All the departments conduct webinars, online quizzes, and guest lectures on new developments and latest issues in the core subjects for effective teaching and learning. Various committees conduct online activities, chat shows, etc. 5. Openly accessible free Wi-Fi with high speed with 300 Mbps 4G internet available to all the Smartphone/tablet/laptop / desktop users' staff in all the classrooms.

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

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

**2.3.3.1 - Number of mentors**



11

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

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

11

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

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

2

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

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

49

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

## 2.5 - Evaluation Process and Reforms

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

The institutional internal evaluation system is decentralized to make it more transparent and objective. Annual, Semester end, and internal examinations of Undergraduate and Postgraduate programs are handled by the examination committee.

For internal and semester-end examinations: Time table and seating arrangement for examination are displayed on the notice board adequately in advance. For internal examination, the syllabus is declared by the subject teacher and the semester-end the examination is conducted on the entire syllabus. The question papers are verified to eliminate errors and stored in a sealed envelope. A supervision duty chart is drafted and informed to teachers. The separate seating arrangement is made for students with disabilities and the College also provides writers, and readers, to such students as per university guidelines. Requisite numbers of copies are printed just before the actual examination. Attendance of students is maintained properly during the examination. Any unfair activity of the student is reported to the Unfair Means Committee for appropriate investigation and action. The flying squad team of the university also inspects the students during exams. Examination Committee determines the deadline for the assessment of answer books. Teachers update marks in the result register from time to time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://govtcollegekhertha.in/Content/315_175_2.5.1.%20(Data%20B)%20Link%20(1).pdf">http://govtcollegekhertha.in/Content/315_175_2.5.1.%20(Data%20B)%20Link%20(1).pdf</a>



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

Our college has an active mechanism to ensure that the process of continuous assessment is transparent, efficient, and in the best interest of students. The college has an Internal Assessment Committee, which undertakes necessary measures to ensure objectivity and transparency in the process. Notifications are displayed prominently on the college website and on college notice boards to communicate information related to internal assessment to students. The attendance record, which is a part of the Internal Assessment, is updated by all the teachers on monthly basis and students are given ample time to point out any discrepancies. Answer scripts of internal class tests, assignments, and project reports are discussed with students after evaluation. They may raise their grievances regarding the marks awarded to them with the faculty concerned. In exceptional cases, if students' grievances are not addressed satisfactorily, students are free to approach their mentor or the teacher-in-charge for redressal. Intervention by the Head of Institution can be sought in extraordinary cases. Marks awarded by individual teachers are moderated by departmental moderation committees to ensure parity in marks awarded to students among different subjects. After such rigorous scrutiny, the records are uploaded to the website.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://govtcollegekhertha.in/Content/316_175_2.5.2.%20(Data%20B)%20Link.pdf">http://govtcollegekhertha.in/Content/316_175_2.5.2.%20(Data%20B)%20Link.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

The College has well-designed and effective mechanisms to communicate program and course outcomes to all stakeholders, which are: Fresh applicants can get the requisite information from the college website as well as from the prospectus. At the time of admission, the Counseling Cell and Students' Help Desk also apprise students of what to expect from various courses. The outcome of courses is clearly outlined during the common Orientation Day organized on the opening day of each academic session. This is further reinforced in the orientation programs organized separately by each department. We believe that to become productive citizens,



our students must be equipped with all the necessary skills. Course outcomes are kept in focus while designing extra and co-curricular activities for students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://govtcollegekhertha.in/Content/356_175_Criteria%202.6.1%20Link%20(Data%20B).pdf">http://govtcollegekhertha.in/Content/356_175_Criteria%202.6.1%20Link%20(Data%20B).pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The COs, POs, and PSOs are displayed on the college website. Close awareness of cross-cutting issues, basic conceptual clarity, life skills, practical exposure, and behavioral changes are a few of the parameters to recognize or evaluate the attainment of their course outcomes. MCQs, Unit Tests and university assessments are substantially helping to evaluate the learning outcomes.

Program-specific outcomes are measured through both the academic and non-academic performances of the students. The performance of the students in the internal and external examinations, in the practical and assignments, participation in-class activities, and role in departmental activities are some of how program-specific outcomes are measured. Students are also encouraged to take part in competitions, seminars and conferences, research competitions, etc. Their performance within and outside the college in the various academic events provides another index of their learning levels. Course outcomes are measured through the performance of the students in the class, and practical, internal evaluations, and external evaluations. Students are measured continuously based on their regularity, receptiveness, participation in class discussions, their answers to questions asked by the teacher, and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://govtcollegekhertha.in/Content/317_175_2.6.2.%20(Data%20B%20)%20Link.pdf">http://govtcollegekhertha.in/Content/317_175_2.6.2.%20(Data%20B%20)%20Link.pdf</a>

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

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

180

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://govtcollegekhertha.in/Content/306_175_2.6.3%20(Data%20B)%20Link.pdf">http://govtcollegekhertha.in/Content/306_175_2.6.3%20(Data%20B)%20Link.pdf</a>

### 2.7 - Student Satisfaction Survey

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

[http://govtcollegekhertha.in/Content/298\\_166\\_students%20satisfaction.pdf](http://govtcollegekhertha.in/Content/298_166_students%20satisfaction.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)

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

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

#### 3.1.2.1 - Number of teachers recognized as research guides

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

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

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

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

Political science students are motivated to take an effective part in enhancing their knowledge of current affairs by the concerned



department faculties. The students are motivated to participate in various quizzes or debates. Commerce students are encouraged every year to visit Banks, This motivates them to collect and process data and submit it as a report. The textbook and reference books are available for the students. Books are identified and the students are given a specific time to study and identify the problem in the case studied by them solved and present in the classroom/ reading room. Class wise what's app group of students is prepared and administered by teachers. In which the students study in online mode. Faculty exchange their ideas through this mode. The seminar hall is equipped with a projector. It is equipped with appropriate seating and sound arrangement. The library is provided with a variety of books, journals, and magazines, and also the computer lab with the latest software and Wi-Fi, facilities help the students to update their knowledge with the latest information.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/332_175_3.2.1%20(Data%20B)%20Link.pdf">http://govtcollegekhertha.in/Content/332_175_3.2.1%20(Data%20B)%20Link.pdf</a>

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

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

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

### **3.3 - Research Publications and Awards**

#### **3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

##### **3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

7

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

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

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

2

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

### 3.4 - Extension Activities

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

The NSS units of the college promote extension activities in the neighborhood community by engaging teachers and students in various awareness programs in the neighboring village. These programs are



done with very enthusiasm. The NSS is established in 2012 and continued working till now.

Awareness programs are conducted against child labor. Various social issues like the dowry system, underage marriage, malnutrition, communicable diseases, Anti-Tobacco, etc. The program officer enrolls the students as NSS volunteers and amongst them selects a group leader. The NSS unit charts out programs /activities for the whole academic session which is communicated to the staff and students. NSS units are always striving to promote the participation of students and staff in programs /activities. Environment programs and campus cleaning activities. Blood-testing camp, health checkup camp. Various programs in the adopted village. Disaster - management and relief programs. Seven days special camp in the nearby village. On National days like Independence Day and Republic Day, the NSS volunteers organize special programs to enhance the spirit of national integration. This unit makes plans and organizes programs and camps accordingly with the participation of the student volunteers.

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/357_175_3.4.1.%20(Data%20A)%20Link%20New.pdf">http://govtcollegekhertha.in/Content/357_175_3.4.1.%20(Data%20A)%20Link%20New.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

2

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

### **3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS**

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

20

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

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

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

582

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

### 3.5 - Collaboration

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

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

5



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

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

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

6

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institute was established in the year 2008. Govt. college khertha is spread over 9.78 Acres of land and the total buildup area is 728.77 sq.m (approx). The purpose of the college is to provide quality education for young and deserving students. It has a total of 09 classrooms. The classrooms are well-equipped with LED lights, fans, dust-free green board, comfortable chairs, tables, benches, good ventilation, big windows, and a desk for a smooth teaching-learning process. A projector facility is also provided in two classrooms. Besides this, the college has a seminar hall with a seating capacity of about 150 students. The seminar hall is well-equipped with LED lights, fans, and a projector. The entire college building is equipped with Wi-Fi networking. The staff is provided with a free internet facility through this networking. CCTV camera

is installed on the whole college campus. The college has four Laboratories. Labs are well equipped with necessary materials, instruments, equipment, etc. properly arranged by the lab technician. A well-maintained gymnasium is functional, The gymnasium is equipped with multiple types of equipment and machines required for basic exercise and workouts. There is a separate room for Gymnasium under the sports section.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/344_175_4.1.1(%20Data%20B)%20link.pdf">http://govtcollegekhertha.in/Content/344_175_4.1.1(%20Data%20B)%20link.pdf</a>

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

**Cultural Activities:** -- A committee has been constituted for cultural activities. The committee of the college motivates students to participate in cultural and extra-curricular activities. The committee conducts the annual function in the college and conducts many programs like Chhattisgarhi Dance, Drama folk dance, folk song, singing, dancing, rangoli, painting, mehendi, quiz, model and poster making, essay writing, slogan writing, drama, etc. are included in the annual function of the college. Most of the students actively participate in the annual functions. The discipline committee and the volunteers of NSS maintain discipline in the annual function. The committee gives appreciation certificates to participating students and volunteers. **Sports:-** The college has a big playground. Some outdoor games which are played are football, cricket, kabaddi, kho-kho, hockey, running, badminton, high jump, long jump, javelin, shot put, etc. The games are played under the guidance of the sports in charge. A first aid box is available for the primary treatment of the students. Annual sports meet of students has organized every year and the winner and first runner up is felicitated with medals, certificates, etc. some of the indoor games available in college are carom, chess,

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/347_175_4.1.3%20(Data%20B)%20link.pdf">http://govtcollegekhertha.in/Content/347_175_4.1.3%20(Data%20B)%20link.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library automation is a continuous process. The library of the college is fortified with well-off numbers of text and reference books, journals, magazines, e-books, e-journals, newspapers, and competitive books. Our college is using Librarika, the free Integrated Library System (ILMS) for managing its library online, It can be accessed on <https://gckhertha.librarika.com> College procured N-list subscription. It is a subscription from the INFLIBNET center. This membership is a step in the right direction for online access

to different study materials and journals. The institution has a national digital library and Internet Archive library access. The national digital library has been registered in the college so that students and teachers can take advantage of it. E-resources like INFLIBNET's N-list not only fulfills the academic necessities of the students but also helps in the development of the personality of the students by extracting their skills in debates, interviews, group discussions, etc. through the supply of relevant study material. Books are arranged subject-wise and systematically for library management. In 2020-21 the College subscribed for a journal named Down to Earth. Students use library resources to increase their knowledge. There is a separate register for students and teachers in the library.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://govtcollegekhertha.in/Content/348_175_4.2.1(Data%20B)%20%20link.pdf">http://govtcollegekhertha.in/Content/348_175_4.2.1(Data%20B)%20%20link.pdf</a>

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

**A. Any 4 or more of the above**

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

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

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

5.145



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

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

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

21

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

#### 4.3 - IT Infrastructure

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

IT facilities are available in the college. The entire college campus is connected to the internet. The college has an internet speed of 300 Mbps. As the college is situated in a rural village area where no wired internet line is available, the college installed its tower with a dish antenna connected by another dish antenna on BSNL tower about 5 km away. with Wi-Fi connection. CCTV Camera is installed to cover the whole college campus. The college has 09 classrooms with Wi-Fi facilities. Class wise WhatsApp group of students has been created in which online classes are taken. Information and material, videos related to studies are sent to this group. The link to take the class is sent to the group and the students join the link in time. The college has a website on which all the information related to the college is available. Time table, syllabus, paper, academic calendar, etc. is uploaded to the website. Apart from this, all the activities related to cultural programs, and sports in the college are uploaded on the website from time to time. The computer lab has 10 computers that are connected to Wi-Fi. students got basic knowledge and can the access study material also,

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

**4.3.2 - Number of Computers**

16

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

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

A. ? 50MBPS

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

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

1.76

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>



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

The college has policies and procedures for maintaining and utilizing infrastructure facilities. The staff council is responsible for decision-making related to Physical and academic facilities. The college designated its employees for the general maintenance of the classroom. The college development and purchase committee are authorized to repair and maintain if required. Instruction is displayed outside the classroom to maintain silence in the corridor. Electrical equipment is switched off after use and the classroom lab is locked in. The students are oriented to take care of college property.

The teacher in charge/committees/convenor/office administration gives their requirement for the session to the purchase committees and purchase is done accordingly. The library is marked as a "Silence Zone". Shelves are provided outside of the library for personal belongings/ bags. Library hours are fixed. Books are given for a limited time only after students show their valid college ID cards.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/352_175_4.4.2%20Data%20(B)%20link.pdf">http://govtcollegekhertha.in/Content/352_175_4.4.2%20Data%20(B)%20link.pdf</a>

## 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**

570

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

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

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

1

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

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

A. All of the above

File Description	Documents
Link to Institutional website	<a href="http://govtcollegekhertha.in/Content/338_175_5.1.3.%20(%20Data%20A%20link%20).pdf">http://govtcollegekhertha.in/Content/338_175_5.1.3.%20(%20Data%20A%20link%20).pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>



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

260

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

260

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

**5.1.5 - The Institution has a transparent 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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**

10

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

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

39

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**



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

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

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)	<a href="#">View File</a>

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

Every academic year student's union is constituted by the college. Students union comprises of the president, vice president secretary, and joint secretary. Apart from this various student bodies are also formed in the college for different activities. the college has N.S.S. (National service scheme) unit for boys and girls who are studying here. The Principal appoints the program officer of N.S.S. from amongst the faculty members. The program officer motivates the students to join N.S.S. and works to train them. They conduct different programs like cleanliness campaigns, awareness programs, and other social activities. College also has the Red Cross Society which is comprised of student members. They work on health and hygienic awareness medical camps inside the college campus. They organize blood testing and health check-up camp. Besides these, they conduct awareness campaigns in the village. Our college also has the Red Ribbon Club, which comprises student members who work as a team to spread awareness for AIDS among students and the community. They hold campaigns through rallies,

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/318_175_5.3.2.%20(Data%20A)%20Link.pdf">http://govtcollegekhertha.in/Content/318_175_5.3.2.%20(Data%20A)%20Link.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

19

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

### 5.4 - Alumni Engagement

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

The college has a registered alumni association. The Alumni association has been formed to benefit students of the college from the skills and experience of the alumni. The alumni can be role models for the current students. The alumni association is committed to the development of the college. The alumni of the college have been organizing health check-ups, and cleanliness campaigns in the college. The alumni are immensely supportive of institutional progress. The association is engaged in different social activities. From time to time they also conduct 'Safai Abhiyan' on the college campus. Alumni are the best example to the present students.

Following are the objectives of the committee 1 To develop an affinity towards the institute. 2. To provide means resources to



meritorious students for academic competition 3 To make efforts for the development of the college 4 To give economic assistance to the poor students 5 To develop students facilities in the college

6 To promote sports and encourage talented sportsmen

7 To render assistance for literary and cultural activities. 8 To provide help for free coaching for the competitive exams. 9 To enhance library facilities.

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/319_175_5.4.1.%20(Data%20A)%20Link.pdf">http://govtcollegekhertha.in/Content/319_175_5.4.1.%20(Data%20A)%20Link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Government College Khertha was established to provide higher education to the students of Khertha and nearby students. The college is located in a rural area and provides education to the economically weaker section of society. The majority of our students are from farmer families and are involved in agriculture and allied work. Their condition is worsening day by day due to uncertain rainfall and other adverse condition in the area. The nature of governance from the higher level to the ground level has consisted of faculty members, administrative staff, students, alumni, Janbhagidari Samiti, and the local well-wishers of the institute. All stakeholders of the institute work by keeping students at the center point. It is fully transparent, democratic, and inclusive. Teachers get representation in the key decision-making bodies of the institution. For In college development, various Committees are constituted by the principal every year. In those committees



teachers, students, non-teaching staff members, and alumni are represented. Similarly, in IQAC, all the stakeholders also get due representation. In consultation with IQAC and committees makes the key policy decisions and consider important proposals for the development of the institution. The vision and mission of the college are uploaded on the website

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/339_175_6.1.1%20(Data%20A)%20Link.pdf">http://govtcollegekhertha.in/Content/339_175_6.1.1%20(Data%20A)%20Link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Teachers convene and participate in committees that fulfill the admissions and academic/workload requirements of the college. Participation and fulfilling of executive responsibilities in committees for development and purchase, discipline, and code of conduct by heading and participating in staff council committees such as the General Purchase Committee, the Development Committee, the Anti-Ragging Cell, and the Discipline Committee. Teachers are also members of the Internal Complaints Committee against Sexual Harassment. Representation in staff council committees that nurture discipline and patriotism, equality, and community spirits, such as the National Service Scheme (NSS) and the Red cross. Other student-centric committees like the Cultural Committee, Student Union, and Sports Committee, which promote creative development, cultural enrichment, and student health, also function under the supervision of teachers. Appointment as teachers-in-charge of individual departments to manage the administrative requirements of their respective departments. Teachers-in-charge function as part of a larger, systematized grid of consultation and discussion with the Principal, the IQAC, and related staff council committees. At the same time, teachers-in-charge also work in consultation with the rest of the department over matters such as discipline papers to be taught, schedule of the internal assessment, department events, assessment of student performance, and so on.



File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/340_175_6.1.2%20(Data%20A)Link.pdf">http://govtcollegekhertha.in/Content/340_175_6.1.2%20(Data%20A)Link.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

Government college Khertha management worked upon the recommendations of NAAC. According to the perspective/long-term plan, it is prepared for five years 2022-23 to 2027-28 with the help of suggestions from all stakeholders. The college planning board and IQAC prepared the perspective plan, then it was divided into the year-wise strategic plan. As per the future requirement, the plan is divided by the priority of the college. "Students" are the primary focus of the Institution. Hence, to meet the changing demands of students, the Management has adopted a "student-centric approach". The Management has taken the following efforts to improve facilities which would bring all-round development of students and ensure their success:

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/341_175_6.2.1%20(Data%20B)%20paste%20Link.pdf">http://govtcollegekhertha.in/Content/341_175_6.2.1%20(Data%20B)%20paste%20Link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The organogram of Government College Khertha reflects the democratic character and shared responsibilities with which governance takes place. While the overall supervision of administration and the regulation of finances of the college rest with the Principal, whose authority is vested in it by the power delegated by the state government, the administration and execution of everyday functions lies in the charge of the various committees. The Internal Quality Assurance Cell also collaborates with the Principal in ensuring a

quality teaching and learning environment in the college. Principal as head of the institution: The principal is head of the administrative and teaching-learning process pays special attention to the smooth functioning of administrative and academic activities. Heads of all departments and clerical staff help him in this matter. The college administrative looks into the work related to admission, examination, eligibility, maintaining the daily record, interacting with stakeholders, University, Government offices, etc.

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/342_175_6.2.2%20(Data%20A)%20paste%20link.pdf">http://govtcollegekhertha.in/Content/342_175_6.2.2%20(Data%20A)%20paste%20link.pdf</a>
Link to Organogram of the institution webpage	<a href="http://govtcollegekhertha.in/College.aspx?PageName=Organogram">http://govtcollegekhertha.in/College.aspx?PageName=Organogram</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

## 6.3 - Faculty Empowerment Strategies

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

**Welfare measures for Teaching Staff:** Medical Empanelment with sophisticated super-specialty private hospitals and diagnostic centers for cost-effective prognosis and treatment. Duty leave is given if applicable. Medical leave - as per state govt. rules, medical leaves are given. Employee Provident Fund and Pension fund



regulatory authority contribution is provided as per respective rules. Gratuity - Encashment of EL at the end of service - Proper disbursement of Government welfare schemes to the employees. Loan without interest from their Provident Fund. Study leave for pursuing higher studies. Welfare measures for Non-Teaching Staff: Medical Empanelment with sophisticated super-specialty private hospitals and diagnostic centers for cost-effective prognosis and treatment. Festival advance and Medical leave - as per University acts and st, medical leaves are given. Employee Provident Fund granted as per PF rules. Gratuity - applicable to every staff member after 5 years of permanent service. Fully paid maternity leave - 180 days of fully paid maternity leave and child care leave to all female employees. Encashment of EL at the end of service - At the time of superannuation of an employee, he/she can encase his/her earned leaves (EL). Salary timely credited to bank account

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/343_175_6.3.1%20(Data%20A%20)%20paste%20Link.pdf">http://govtcollegekhertha.in/Content/343_175_6.3.1%20(Data%20A%20)%20paste%20Link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

3

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

8

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Appraisal for teaching staff is based on the Performance-Based Appraisal Scheme (PBAS) proforma submitted by faculty seeking promotion. The PBAS proforma details individual teachers' teaching-learning and evaluation-related activities; research and academic contributions; administrative support and contribution in extra- and co-curricular activities as had been detailed in UGC guidelines.



The faculty member also gets an opportunity to discuss his/her constraints with the Principal and the necessary support expected from the Principal to overcome these constraints. During the one-on-one discussion, the work output of the faculty member is also recognized and discussed at length. Based on the above a comprehensive evaluation is done annually. The college has a Performance appraisal form being filled by the non-teaching staff and is approved by those in charge. They are given counseling by their heads regarding their strength and weaknesses and it is expected that those shortcomings be eradicated by them in the coming sessions. The Principal evaluates the performance of non-teaching staff members and holds discussions with them about their performances based on their work output and quality.

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/345_175_6.3.5%20(%20Data%20A%20)%20paste%20link.pdf">http://govtcollegekhertha.in/Content/345_175_6.3.5%20(%20Data%20A%20)%20paste%20link.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The financial audit aims at ensuring financial transparency, essential for the smooth running of the institution. The college has a mechanism for both internal and external audits. Our College conducts an internal audit of the college books of accounts for the respective financial year. For this purpose, the college made an internal audit committee. The committee meticulously audits the finance-related documents for all transactions. It is an audit of the balance sheet, general fund income and expenditure, and receipt and payment account. He is responsible for the concurrent audit of the college. He submits a detailed report after the audit. External audit of the college is done by the state government departmental audit and CAG audit.

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



**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	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)	<a href="#">View File</a>

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

The college receives the funds broadly from the following sources:  
 1. The fees of students. 2. Any other fund by the government.  
 Optimal utilization of infrastructural resources Staggered timetable for students for utilization of classrooms and work schedule for teaching and non-teaching staff.

ICT enabled computer lab for computer teaching, Projectors & mike system in seminar hall. Certificate courses /Tally courses will conduct from 2021-22 seasons in extra time. The library is well-equipped with textbooks, reference books, journals, magazines, and online journals for reading. Library sitting hours are extended during the period of the exam. The library is also open to alumni and competitive students. College building and campus is also used for government requirement such as in the time of covid-19 pandemic college building were used as quarantine center. Optimal utilization of human resources Experienced and dedicated teaching and non-teaching staff. Maximum teaching workload as per university norms shared by the teachers. Experienced and trained teachers were appointed as internal auditors for the smooth functioning of College activities. Teachers are involved in various committees and administrative work. Job rotation of non-teaching staff to enhance versatile skill development.



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

## 6.5 - Internal Quality Assurance System

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

Two practices institutionalized at Government College Khertha with IQAC initiatives are (i) Academic Audit of Departments and (ii) Feedback mechanism. Academic Audit of Departments: The IQAC initiated the Academic Audit of Departments primarily to take account of teaching-learning and extension processes in all disciplines and to institutionalize documentation and record-keeping of all academic and extension matters of every department. Documents of internal assessment, policy for the moderation of marks, steps taken to assist slow learners and analysis of the results of end-semester examinations are examined meticulously as part of the audit process. Documentation of faculty achievements (paper presentation/participation in faculty development courses, publications, honors, and distinctions) is also registered at the audit. Documentation of extension activities like various days, Jayanti, internal sports activities, and events are also registered at the audit. Feedback mechanism: The IQAC at Government College Khertha has implemented a feedback system for students based on institutional parameters such as infrastructure and facilities, curriculum delivery and pedagogy, discipline and environment, staff and support, and so on. The feedback system is crucial to institutional progression as it allows for self-reflexivity and reform. The submitted feedback are analyzed, and measures are taken for reform and redressal.

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/349_175_6.5.1%20%20(Data%20A)%20paste%20link.pdf">http://govtcollegekhertha.in/Content/349_175_6.5.1%20%20(Data%20A)%20paste%20link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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



incremental improvement in various activities

A review of learning outcomes takes place by evaluating students' interactions in the classroom, participation in extracurricular activities, and their performance in internal assessment and annual examination. The Internal Assessment Committee reviews and regulates the evaluation of students. This exercise is based on the final internal assessment reports submitted by the teachers in charge of all departments. Teaching and Learning reforms: The IQAC of College encourages and ensures continual reforms in teaching-learning methodologies. It lays the impetus for the adoption of ICT and participatory learning in teaching practices. Teachers use free and trial versions of software; free statistical tools and online/offline video lectures, short videos, and others. In these ongoing COVID-19 times, teaching-learning has been supported by various virtual platforms. These tools are used for video lectures and interactions, sharing study materials, and assessing assignments. Digital library facilities like -N LIST and other e-resources are available. To complement curricular learning, participatory learning, and experiential learning takes place through educational tours, industrial visits, field study, film screenings, skill-based workshops, and webinars. Apart from this, capacity-building programs called "Bouddhik Paricharcha" organized by NSS, ), Eco Club, Youth Red Cross, Red ribbon club, and NSS enhance leadership and organizational skills.

File Description	Documents
Paste link for additional information	<a href="http://govtcollegekhertha.in/Content/358_175_6.5.2%20%20(Data%20A)%20link.pdf">http://govtcollegekhertha.in/Content/358_175_6.5.2%20%20(Data%20A)%20link.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**



File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://govtcollegekhertha.in/Content/350_175_6.5.3%20%20%20(Data%20A)%20past%20link.pdf">govtcollegekhertha.in/Content/350_175_6.5.3%20%20%20(Data%20A)%20past%20link.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The college takes special care to maintain gender equality. Both girls and boys students study here in the same classroom. Here male and female employees work together. The college ensures that there is the fair and impartial treatment of students and employees of both genders. The college makes sure that equality in treatment with students of both genders is maintained. All the students get equal opportunities in all the activities of the college. The college is careful about maintaining and promoting gender equity. Keeping in view the problem and safety of the students in the college, various types of committees like Anti-Ragging Committees, Disciplinary Committees, and Women's Problem Redressal committees functioned for the development of all the students in the college.

The institution has a separate room as a common room for girl students. The institution has provided a separate washroom for boys and girls. Common Room is kept fresh, clean, and hygienic. The girl students may take lunch there. The purpose of a common room facility for girls is to create a stress-free environment.

File Description	Documents
Annual gender sensitization action plan	<a href="http://govtcollegekhertha.in/Content/307_175_7.1.1%20(Data%20A)%20Link%20(1).pdf">http://govtcollegekhertha.in/Content/307_175_7.1.1%20(Data%20A)%20Link%20(1).pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://govtcollegekhertha.in/Content/309_175_7.1.1%20(Data%20B)%20Link%20(1).pdf">http://govtcollegekhertha.in/Content/309_175_7.1.1%20(Data%20B)%20Link%20(1).pdf</a>

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

**B. Any 3 of the above**

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

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

#### **Solid Waste Management**

The college has taken appropriate steps for the management of solid waste. Dustbins have been placed at various places on the campus to keep the premises clean and hygienic. A separate dustbin has been arranged in the principal room, staff room, and office. Solid waste such as plastic cardboard, cartoon, paper, patching material, glass, spoilage pen, rubber, and part of the broken furniture is collected in a separate dust bin/place and then given to the garbage collection center. Liquid Waste Management Proper arrangements have been made for the management of liquid waste in the college. Soak pit has been arranged for the wastewater coming out of the washroom. Wastewater from drinking taps, filters, and freezer machines is transported to the tree and plants through pipes and drains so that trees and plants can be watered. Wastewater coming out from the lab is disposed into a separate soak pit. E-Waste Management E-waste is hazardous to the environment and health. It is recycled and disposed



of in college in an appropriate way. In the college, various types of E-waste such as defective computers, printers, mice, motherboards, hard disks, are collected in a separate box in a designated room.

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

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

**A. Any 4 or all of the above**

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

**7.1.5 - Green campus initiatives include**

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

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

**A. Any 4 or All of the above**

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

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

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

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

**A. Any 4 or all of the above**



File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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).

Every student along with faculty members is fully involved in national development activities, national festivals, awareness rallies, and government campaigns. These flex and board of environmental awareness, social harmony, unity, and values are displayed on the college campus. National, social, and moral values like social justice, equality of opportunities, democratic freedom to all tolerance, and a feeling of respect for all religions are imbibed in the students. The college celebrates Independence Day, Teacher Day, National Unity Day, World AIDS Day, Youth Day, Republic Day, World Humans Day, Yoga Day, Sahid diwas, Gandhi Jayanti, voters Day, etc. These programs are organized by the college to promote greater values of life, love, integrity, fraternity, and patriotism in the mind of students.

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

This institute is a role model of democracy. Not only the students and employees but also every villager respects the institution for its contribution to social development. The preamble of the constitution is displayed at the entrance of the college. The college never discriminates among its students and staff based on

gender, religion, caste, creed, color, ethnicity, etc. hence providing equal opportunities to everyone to experience the liberty of thought, expression, belief, and worship to assure dignity, unity, and integrity of the college. Every year on a national day (Independence Day and Republic Day) The National flag of India is saluted and hoisted by the principal of the college. The national song is also sung on this occasion. Speech on constitution formation and its importance are delivered by the head of the college and faculty members. On this day are remembering all the great personalities and freedom fighters who played a very important role in the freedom struggle.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://govtcollegekhertha.in/Content/351_175_7.1.9%20%20(%20Data%20A%20)%20Link.pdf">http://govtcollegekhertha.in/Content/351_175_7.1.9%20%20(%20Data%20A%20)%20Link.pdf</a>
Any other relevant information	Nil

**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**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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



15th August Independence Day a grand event is celebrated every year by the college. Flag hoisting by the Principal sweets distribution and freedom fighters are tributed by the principal. 5th September Dr. Sarvapalli Radhakrishana's birth anniversary is celebrated as Teachers Day with great fervor by the students to show their regard to the teachers. 31st October Ekta Diwas birth anniversary of Sardar Patel celebrated as national unity day. In On national unity Day, students and teachers take oaths for national unity. Republic Day is celebrated every year on January 26 in India. World women's Day is celebrated on 8 March. International women's Day is a global day celebrating the social, economic, cultural & political achievements of women. International Yoga Day is celebrated on 21st June. Yoga is a physical, mental, and spiritual practice. This is celebrated by our college by doing Yoga. On 30th January in memory of Mahatma Gandhi who sacrificed himself for India. The Institute celebrates martyr day and tributes to all the freedom fighters. Sadbhavana Diwas is observed on 20 August every year to commemorate the birth anniversary of the youngest Prime Minister of India Rajiv Gandhi.

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

**Title of the practice - Personal Contact Program (PCP) for Private Students appearing in University Exams.**

**Objectives -** To conduct special classes for private students of rural areas who are not able to take admission in regular courses due to any reason and to diagnose curriculum-related problems.

**The context -** students who did not take admission to the college every year appear in exams as private students, whose number is around 600 on average every year Personal Contact Program (PCP) classes are organized

**The practice -** The students were introduced to the basic concepts of



the theoretical and practical curriculum of the subject by taking classes by the subject teachers of all the subjects Informed about the pattern of the question paper of the annual examination, as well as solving the question papers of the previous session.

Evidence of success - As a result of conducting Personal Contact Program (PCP) classes, in the session 2021-22 B.A., B.Sc., B.Com. the result of private students of all three years was almost 100 percent.

Problems encountered and resources required - In the situation of covid-19, it was challenging to conduct the class yet the class was conducted by following the social distance

File Description	Documents
Best practices in the Institutional website	<a href="http://govtcollegekhertha.in/Content/321_175_7.2.1(%20DATA%20A)%20LINK.pdf">http://govtcollegekhertha.in/Content/321_175_7.2.1(%20DATA%20A)%20LINK.pdf</a>
Any other relevant information	Nil

### 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

Practices that promote inclusivity on campus and beyond are: Educational Practices Community Involvement Collaborative Practices Supplementary Aids and Services Education for Sustainable Development (ESD) Furthermore, the college also works for strengthening the climate of inclusivity in college at all levels viz., environmental, economic, and social, as inclusivity should be cultivated in various dimensions.

Inclusivity on campus and beyond is the priority and thrust area in which the college has been making strides. Our College, therefore, not only promotes inclusivity in principle but also implements inclusive education on the campus through various practices in teaching-learning processes and co/extra-curricular activities. Inclusive education entails ease of access to the teaching-learning ecosystem, regardless of cognitive or disability challenges, and equal opportunities for holistic development among students of diverse capacities and different backgrounds.

MOU with other organizations - Our College has signed various MOUs



as collaborative practices with educators and organizations and in turn, students receive research training, help in instructional planning, minimize curricular barriers and provide time-to-time guidance and counseling. Scholarships – The College also administers several Government scholarships such as post-matric Scholarships to SC/ST/OBC students and BPL scholarships.

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

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

1. To motivate faculty to focus more on research. 2. To provide amenities and sports facilities in harmony with nature. 3. To provide holistic value-based education and inculcate entrepreneurial abilities in students to face the challenges of the corporate world. 4. To arrange career guidance programs. 5. To obtain a better NIRF Ranking.