Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GYANROSHANI LOK KALYAN SANSTHA KHOKHARA JANJGIR**
Name of the head of the Institution	**DR. MANOJ LATA SINGH**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07817222356**
Mobile no.	**7067011100**
Registered Email	**grlkecjnj@gmail.com**
Alternate Email	**akhileshkatakwarsir@gmail.com**
Address	**PLOT - 3411, MUNUND ROAD , VILLAGE - KHOKHARA, DIST - JANJGIR CHAMPA(C.G.)**
City/Town	**JANJGIR**
State/UT	**Chhattisgarh**
Pincode	**495668**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**SMT. OMITA THAWAIT**
Phone no/Alternate Phone no.	**07817222356**
Mobile no.	**9425230436**
Registered Email	**omitathawait@gmail.com**
Alternate Email	**akhileshkatakwarsir1@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.gyanroshani.com/p/naac.html

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://52c33a70-fc00-433e-9c04-fdae8bb5dcb0.usrfiles.com/ugd/52c33a_165b3648e1bf44bfb16bcc147ad06fb9.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.04**	**2017**	**27-Nov-2017**	**26-Nov-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**27-Nov-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Academic autonomy was ensured through systematic check points	15-Jul-2019 1	100
Institutional Social Responsibility activities were given due importance	10-Jul-2019 1	100
Academic Calendar	01-Jul-2019 1	100
[View File]()		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**10000**
Year	**2019**

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

1 To make necessary measures for improving the quality of lesson planning and teaching models of the students. Five day workshop was organized on "Quality improvement of lesson planning." In this all types lesson planning ware discussed along: Formulation of instructional objectives Formulation of content specific objectives Drawing out of learning outcomes Effective use of ICT Interactive teaching Reflective teaching Backboard sumup Evaluation and feedback

Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process; Faculty suggested for optimum use of ICT. PPT of lesson/topic for discussion prepared

Faculty held its meeting to workout review all activities performed in the past and evaluate its input and output to declare which one could be termed as the best activity of the year.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Institutional Social Responsibility activities were given due importance	Many activities were organized during the session. Detail report in annexure
Academic Calendar	The Academic Calendar for the session 201920 was more elaborate and was successfully executed.
Faculty Development Programs were organized to ensure the continuous learning for teachers.	continuous learning for teachers. Three faculty development programs were organized during the session.
Academic autonomy was ensured through systematic check points	All courses follow a lecture plan and all teachers prepare a course-file for their respective subjects each semester.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
GYAN ROSHANI LOK KALYAN SANSTHA JANJGIR	16-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**05-Feb-2020**

17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

College is affiliated to Bilaspur University which has its curriculum plan and policy, and provides B.Ed. Programme curriculum along with list of different courses, examination scheme, weightage to the theory and practicum. Admission process is started with the online applications are invited by Vayavsyaik Priksha Mandal(VYPAM) , Chattisgarh. VYPAM conducts the Teachers Admission Test every year and send its merit list to the SCERT, Raipur Chattisgarh. SCERT ,Chhtisgarh prepares list of eligible candidates , conducts councelling of eligible student and on the of Ranking and reservation which is vertical and horrigental prepares a list among the eligible candidates and transfers their names to the college of their preference . SCERT collects counselling fee from the students and allocates them to the colleges as per their intakes. The entire admission process is completed by the end of July every year. We strictly follow the syllabus, curriculum policy, plan and instructions who given by affiliating University. College have 2 year B.Ed. programme. While revision and up gradation of syllabus is done at University level, the college has a mechanism for effective, documented curriculum delivery. Besides traditional lectures and seminars, infrastructure for the use of ICT in classroom, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education. Curriculum transacted by the institution provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas areas. In some departments, bridge courses or supplementary courses are held in order to make the curriculum delivery more holistic and effective. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education. Curriculum transacted by the institution provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas The Curriculum promotes a holistic approach to education, placing equal emphasis on the development of knowledge, understanding, skills, values and attitudes. The emphasis is laid on building solid foundations of knowledge and skills, introducing to students a fundamental understanding of key concepts and processes across a breath of key learning areas. Course Outcomes have been developed, each faculty member who is assigned to teach a specific course develops a Unit-based and Subunit Based calendar of activities for the entire term to facilitate the learner well in advance about the academic schedule

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Human	–	10/04/2020	56	YES	YES

Rights					
Yoga and Meditation	-	10/04/2020	42	YES	YES
Ethic in Education	-	15/04/2020	42	YES	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	**87**	**Nil**

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Yoga and Meditation	**10/04/2020**	**33**
Human Rights	**10/04/2020**	**28**
Ethic in Education	**15/04/2020**	**26**
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	**INTERNSHIP AND TEACHING PRACTICE**	**100**
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

An annual Feedback was conducted to assess the satisfaction of educational institution regarding the services of our college. Every year we gathered information from Students, Parents, Parents, and stakeholders by a feedback form. It helps us to gain an insight into how college could improve on various parameters. We value feedback and treat it with highest respect, courtesy, value and confidentiality. A brief analysis of the feedback is as follows- Feedback from students- Gathering feedback from students is a great way to get glimpse into their experience in the college campus. Feedback from students is helpful in several ways and builds a sense of goodwill between the students and institution. Students have rated teachers on various dimensions. Using rating scale then it is analysed for every teacher by providing weightage to different attributes. It was summarized that teacher has all round and complete knowledge not only in the subject are but beyond that. The teacher uses various means very effectively to make student knowledgeable and wise. The teacher has very high degree of self-discipline, passion and devotion for the teaching profession. Parent's feedback- Feedback was sorted and the opinion obtained for each parameter is represented as percentage of total number of feedback response obtained for that parameter represented in parentheses. Percentage overall average of rating was also computed for each academic session. On analysing the feedback received, over the course of time by the parents, it is observed that parents are largely satisfied by the efforts made by the college administration in admissions, teaching and learning, discipline and other related matters and high degree of satisfaction has been shown by the parents on implementations of some of the suggestions made by them. Parents feedback- Though the college has a history of years, its parents can be traced into various fields like social, political, entertainment and industry. Parents are very special for the institution and create reputation through their success in their career path. Parents network forms a bridge between the current students and parents. Mostly parents were the satisfied with the facilities provided to them by the college as library canteen and computer lab etc. They all have appreciated the efforts of college made for their overall development. The entire parents has admitted that their all grievances were handled by the College properly and in time. The entire parents was satisfied with the career guidance and counselling for higher studies and they have conveyed their thanks for that they have informed about the vacancies for the placement according to their qualification. Some parents suggested that they should be informed about the Seminar and workshop etc. on their email ID so that they can participated in such activities.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	TEACHER EDUCATION	100	100	100
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2.2 – Catering to Student Diversity

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

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

			courses	courses	
2019	100	0	16	0	16

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
16	16	25	7	7	25
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

College has adopted a Mentoring System as a student support measure.. The mentor guides a student in his /her academic, emotional and psychological development, particularly in the latter's transition phase. The mentor guides his wards to take out the best in him/her. In this system, Each faculty member is the mentor of a group of 12-13 mentees allocated to him/ her by the Principal of the Institute. The teacher mentor collects personal information from the mentees without touching sensitive issues or any information out of the mentee and then provides the needed counseling to her/ him. Critical issues are brought in the notice of the Head of the Institute. The teacher meets the mentee formally or informally outside class hours as well and guides them regarding their career options. A documented record of the mentoring process is maintained by the mentor teacher for reference purposes. Types of Mentoring: Course-specific – regarding attendance and performance in the present annual and overall performance in the previous annual, participation in various activities on and off campus. Professional Guidance – regarding self-employment opportunities, entrepreneurship development, morale, honesty, and integrity required for career growth. Career advancement – regarding professional goals, selection of school or institute for career, higher education, competitive exams etc. Role of Mentor: Meets the group of students at least twice a month. Continuously monitors, counsels, guides and motivates the students in all academic matters. Advises students regarding choice of electives, project, assignments etc. Contacts parents/guardians if situation demands e.g. academic irregularities, negative behavioral changes and interpersonal relations, detrimental activities etc. Advises students in their career development/professional guidance. Keeps contact with the students even after their graduation. Intimates Principal and suggest if any administrative action is called for. Maintains a brief but clear record of all discussions with students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
100	16	1:6

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	16	0	4	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	BEST TEACHER AWARD	Lecturer	Recognised Bodies
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	640	YEAR	30/05/2020	30/06/2020
		View File		

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

The institution has a centralized continuous Internal Evaluation System as per the norms of Affiliating body The mechanism of internal assessment operates on continuous basis • All internal assessment related decisions are taken by the academic council in consultation with the teaching and non- teaching staff of the college. • The dates and other modalities pertaining to examinations are discussed democratically in Academic Council, Examination Committee. • All concerned stakeholders are informed of Continuous Internal Evaluation through the college Prospectus, the institutional website as well as display on the notice board. • Students are informed of this educational strategy, namely continuous internal Evaluation at the beginning of the session. • Internal Question papers are set based on Course outcomes and as well as University pattern. • Remedial classes are provided on the recommendation of mentors if the performance of student is not up to the mark. • Theory subjects are assessed through: o Mid session Test o Assignments o Class room seminars • Practical subjects are assessed through: 0 PPT Presentation 0Internal Viva o Mini projects.

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

The Institution's internal academic calendar is thoughtfully drafted in such a way that it is in syn with the University, ATAL BAHARI VAJPAYEE UNIVERSITY BILASPUR(CG) Calendar. The academic calendar outlines the annual class work schedule internal examination schedule, external examination schedule, class room activities and tutorials etc are properly spread out through the span of the session so that students can continuously go through a process of evaluation and academic growth. The faculty members got syllabus as well as tentative academic calendar coming annual in advance which enable them to plan and division of syllabus.The head of the Institution finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. Time table in-charge prepare the time table as per the guideline of respective statuary bodies for the number of credit hours for each subject prior to the commencement of the annual. Academic calendar is provided to the students through information handbook of the institution as well as display on the notice board. In addition to the mid-term examsother Institutional Internal activities such as beginning of session, Orientation Programme, Celebration of Important days other activities etc are also part of academic calendar.

2.6 – Student Performance and Learning Outcomes

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

https://52c33a70-fc00-433e-9c04-fdae8bb5dcb0.usrfiles.com/ugd/52c33a_725ca7b3e7904b2bb52bde0c9713458e.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
640	BEd	EDUCATION	100	100	100
641	BEd	EDUCATION	100	100	99
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2.7 – Student Satisfaction Survey

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

https://52c33a70-fc00-433e-9c04-fdae8bb5dcb0.usrfiles.com/ugd/52c33a_32b0d50953b048e4898102e297ebb327.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Yoga Workshop	BARNALI SAHU	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	10/09/2019	EDUCATION
Workshop on Learning observe understanding working in group	AKANKSHA SINGH	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	16/09/2019	EDUCATION
Workshop on Emotional Well being	KAJAL THAWAIT	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	20/09/2019	EDUCATION
Workshop on theatre in education	PRIYANKA SHRIWAS	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA,	25/09/2019	EDUCATION

		JANJGIR		
Workshop on Unit based Achievement Test	REENA	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	01/10/2019	EDUCATION
PPT Lesson Planning	BINDIYA SAHU	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	05/10/2019	EDUCATION
Workshop on Social Mapping	DEEPAK KUMAR	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	12/11/2021	EDUCATION
Workshop on community participation in Education	KAMIL SAI	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	20/11/2019	EDUCATION
Inclusion and Classroom practices for inclusive settings."	VISHAL GUPTA	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	05/12/2019	EDUCATION
Career Planning ,Guidance Counselling	SANDEEP KUMAR RATHORE	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	10/01/2020	EDUCATION

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Development of School Plant	Gyanroshani Lok Kalyan Sanstha	School Plant	Starting New School	26/06/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	00	0	00
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
00	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nill	0	00	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	0	0	00
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	6	3	3
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness of HIV/AIDS	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA JANJGIR	5	75
Constitution day	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	80
National Voter day	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	82
Awareness of	GYANROSHANI LOK	5	70

Sexual Harassment	KALYAN SANSTHA KHOKHARA, JANJGIR		
Stubble burning program	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	75
Road Safety Awareness	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	65
International women day	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	75
International yoga day	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	80
Swachha Bharat Abhiyan	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	80
Swachhta Pakkhwada	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR	5	85

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Awareness of HIV/AIDS	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA JANJGIR	Awareness of HIV/AIDS	15	78
Swachha Bharat Abhiyan	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA JANJGIR	Swachha Bharat Abhiyan	15	52

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
STUDENTS EXCHANGE	STUDENTS	COLLEGE	7

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GYANDEEP HIGHER SEC. SCHOOL JANJGIR	22/10/2019	06/01/2020	12
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GYANDEEP MIDDLE SCHOOL JANJGIR	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GREEN RIVER ENGLISH MEDIUM SCHOOL JANJGIR	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GOVT NAVEEN MIDDLE SCHOOL JANJGIR	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GOVT MIDDLE SCHOOL KHOKHARA	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	VIDYA BHARTI HIGHER SEC. SCHOOL PACHEDA	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GOVT HIGHER SEC. SCHOOL SUKALI	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GOVT HIGHER SEC. SCHOOL KHOKHARA	22/10/2019	06/01/2020	11
TEPORARY	TEACHING PRACTICE AND INTERNSHIP	GOVT MULTI HIGH. SEC. SCHOOL -NO-02 JANJGIR	22/10/2019	06/01/2020	11
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Gyandeep College of Education Janjgir	27/07/2020	Mutual Benefits of Institutes	115

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
587128	540000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Partially automated (by Advanta Software)	Partially	Nill	2015
Partially automated (Akal web soft)	Partially	Nill	2017
ILMS	Fully	Nill	2020

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	5907	0	250	0	6157	0
Reference Books	435	0	223	0	658	0
e-Books	0	0	0	0	0	0
Journals	293	0	120	0	413	0
CD & Video	10	0	5	0	15	0
Library Automation	0	0	0	0	0	0
Others(specify)	38	Nill	60	Nill	98	Nill
Weeding (hard & soft)	0	0	0	0	0	0

[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
PPT	https://52c33a70-fc00-433e-9c04-fdae8bb5dcb0.usrfiles.com/ugd/52c33a_b3513cf293154be5b1540091f79850ac.pptx

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
587128	540000	587128	540000

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

The institution ensures adequate availability and optimal utilization of physical infrastructure . The institute has adequate physical infrastructural facilities to run the Educational Programme efficiently as per the Norms and Standards laid down by National Council for Teacher Education by affiliating body. College has developed complete physical infrastructure as per NCTE norms to run the B. Ed course. The institute has modern and updated infrastructure and learning resourcesr. The Institute is a self-financed institute. ? There are four classrooms and six method rooms with proper lighting and ventilation and all the classrooms are well equipped with proper furniture, dais, projector and display boards. ? Administrative office, a staff room and a Principal room with adequate space to conduct meetings and discussions with the faculty. ? Well-equipped library and a reading room having seating capacity for 60 pupil teachers. Library has internet connectivity and a photocopier with the facility of photocopying. ? ICT Resource Centre fully equipped with 40 computers with latest configuration and internet facility with each system. ? Psychology Resource Centre with sufficient number of Tests and Psychological Testing Equipment's. ? The Curriculum Laboratory is a Centre for instructional materials in teacher education institutes. It is designed for the professional development of pupil teachers. ? Art and Work Experience Resource Centre with adequate material. ? We have well-furnished Tutorial rooms, Seminar Hall and a Multipurpose Hall ? The institute has separate common rooms for boys and girls. There is a Rest cum Medical Room provided with First aid facility. Sports, Music Room, Canteen and a Store Room are also available in the college campus. ? There is provision for indoor games such as Carom, Chess as well as outdoor games like Volley ball, Badminton, Shot-put, Discus throw, Relay-race, Kho-Kho, Tug-of- war and 200 metre athletic track for all athletics activities. ? There are separate toilets and wash rooms for boys, girls and college staff. Proper Fire Safety measures (Fire Extinguishers) are also placed in the college building.

http://www.gyanroshani.com

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Concession in Tuition Fee	12	74328
Financial Support from Other Sources			
a) National	0	0	0
b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and Medititation	11/12/2019	100	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR
LIFE SKILLS	02/01/2020	100	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR
Remedial Coaching on the bases of house test	01/12/2019	30	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR
personal counseling(family issues, social insecurities, phobia)	08/08/2019	10	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR
Ethics in Education	20/12/2021	100	GYANROSHANI LOK KALYAN SANSTHA KHOKHARA, JANJGIR
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	TET/ CTET	25	50	5	2
[View File](#)					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
GYANDEEP SCHOOL JANJGIR, GREEN RIVER VALLY SCHOOL JANJGIR	60	10	GYANODAY H S SCHOOL JANGIR	30	3

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	5	PG	ARTS ,SCIENCE	ATAL BIHARI VAJPAYEE UNI BHILAI	PG 1. M.Sc. (Chemistry) M.A. (Eng), M.A. (MATHS), M.A Eco.
2020	10	PG	ARTS ,SCIENCE	ATAL BIHARI VAJPAYEE UNI BHILAI	PG 1. M.Sc. (Chemistry) M.A. (Eng), M.A. (MATHS), M.A Eco.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports Meet	College Level	152
Inter School Competition	State Level	81
Poster Making Competition on COVID-19	College Level	124

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	NIL	NIL

No file uploaded.

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

The following are some of the committees on which there are student representatives. The important committees in which the representation is given to the students are as under: Students Council As mentioned earlier, the

students are elected every year who act as a link between the student community and the faculties. They perform various responsibilities assigned to them by the faculties and the council Editorial Board Editorial Board also has the provision of students' representation. Students representative in Editorial board are required to collect the articles written by the students, edit the collected articles before submitting to the editor who ultimately sees the worth of the article. Lots of efforts are made by student editors in improving the quality of articles with teacher guidance. Sexual Harassment and Anti-Ragging Committee Students play active roles in making suggestions and preventing harassment and ragging. Library Committee Students on this committee make suggestions regarding the library and its assets. Grievance Committee College has the provision of the Grievances Committee and provision of students' representation on it. The committee consists of two students' representative, one faculty member, and principal (chairman of the committee). The student representatives pass the grievance of one students to the faculty-in-charge who passes the information to the principal and ultimately to the manager. Alumni Association Alumni Association also has the provision of student representation on it. The last batch student of B.Ed. is supposed to be secretary and treasurer of the Alumni Association. Sports Committee Students on the committee help in the selection of sports and organizing the events. Co-Curricular/cultural Activity Committee: These activities are almost exclusively student activities. They select, decide and organize them. Teachers act as facilitators.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

132

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

18500

5.4.4 – Meetings/activities organized by Alumni Association :

2 Every Year

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

College involves the participation of Management and non-teaching staff related to Accounts. Library committee prepares and plans for the book budget for next academic session. There is a chain of Committees with members from faculty ,and students to assist with the planning and execution of vertical extension of the college and planning for infrastructure associated with the new wing. These committees focus on planning and timely execution of curricular and co-curricular activities for holistic development of students The Admission committee counsels' prospective candidates for Admission before the Application Forms for admission are released. The Admission committee (for admission) involves all members of the staff who co- operates and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Planning Board (for financial Planning and implementation) involves the participation of Management and non-teaching staff related to

Accounts. Library committee prepares and plans for the book budget for next academic session. There is a building Committee with members from faculty , architects, engineers, Contractors and office staff to assist with the planning and execution of vertical extension of the college and planning for infrastructure associated with the new wing.

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

<div align="center">No</div>

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? Curriculum Development: Curriculum is set by the University. Suggestions from curriculum committee related to different subjects were forwarded to the Guru Nanak Dev University. Academic mentoring of students is done by the Teachers.
Teaching and Learning	• Collaborative group learning, both inside and outside the classroom • Individual and group student research and discovery • Research and discovery by students and faculty together
Examination and Evaluation	All year round evaluation through class tests, Tutorials, House test, student seminars/Presentations keeps the students in touch with their subjects. It also enhances and helps students grow in confidence for University Examinations. Result of Internal Examination
Admission of Students	? Admission of Students: The procedure for online admission was refined. Information from application forms for admission was used for the filing up of university registration and Examination forms. The admission procedure was speeded up and involved all the staff members.
Admission of Students	The procedure for online admission was refined. Information from application forms for admission was used for the filing up of university registration and Examination forms. The admission procedure was speeded up and involved all the staff members.
Library, ICT and Physical Infrastructure / Instrumentation	1. Library its infrastructure, Computers for internet surfing, etc 2. Staffrooms, Washrooms, etc. 3. Computer lab with 25 computers 4. Science laboratory 5. ICT resource center 6. Teaching Aid Workshop 7. Language Lab with terminal and console 8. Home

	Science and Work-Experience Lab

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

E-governace area	Details
Student Admission and Support	Admission of Students: The procedure for online admission was refined. Information from application forms for admission was used for the filing up of university registration and Examination forms. The admission procedure was speeded up and involved all the staff members.
Administration	The administration has considerably a decentralized system in that every part of it enjoys the powers assigned by the competent authority and functions as an autonomous unit within the delineated jurisdiction. There is, in a way, downward devolution of power, flowing from the management down to the committees and functionaries The Society is a registered body having its own constitution which contains broad norms and, in some cases, even the prescriptive details. For effective and efficient, a proper hierarchy of management has been designed so as to coordinate at each level of management. There exists an efficient decentralized system of administration in that various committees perform academic and administrative responsibilities.
Examination	All year round evaluation through class tests, Tutorials, House test, student seminars/Presentations keeps the students in touch with their subjects. It also enhances and helps students grow in confidence for University Examinations. Result of Internal Examination

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr. Manoj Dubey	SEMINAR	ATAL BIHARI VAJPAYEE UNI. BILASPUR	800
2019	Smt. Omita Thawait	SEMINAR	INSTITUTE OF ADVANCED STU. IN EDU. BILASPUR	800

2019	Miss Rashami Jaltarang	SEMINAR	DLS PG COLLEGE BILASPUR	800
2020	Smt Anamika Upadhyay	SEMINAR	INSTITUTE OF ADVANCED STU. IN EDU. BILASPUR	800
2019	Mr Prashant Upadhyay	Seminar	INSTITUTE OF ADVANCED STU. IN EDU. BILASPUR	800
2019	Smt Achala Sharma	SEMINAR	INSTITUTE OF ADVANCED STU. IN EDU. BILASPUR	800
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Orientation Program FDP on Constructive	Training of Lab Maintainence	30/05/2019	30/05/2019	12	6
2019	Approach Based Lesson	FDP on Examination record	28/06/2019	28/06/2019	14	5
2020	Faculty Awareness Program on research and development	Faculty Awareness Program on research and development	10/01/2020	10/01/2020	16	2
2020	FDP on E-Learning	FDP on E-Learning	23/04/2020	24/04/2020	18	7
			View File			

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on Constructive Approach Based	1	01/05/2020	10/05/2020	10

Lesson				
FDP on E-Learning	1	24/10/2019	28/10/2019	05
National Seminar on "Innovation and Good Practices in Teacher Education Programme"	1	06/06/2019	07/06/2019	02
National Seminar on" Preparedness of schools for Inclusion and Classroom practices for inclusive settings."	1	19/09/2019	20/09/2019	02
FDP on " Qualitative Research in Education"	1	06/09/2019	19/09/2019	13
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	16	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Fee concession to children of staff	Health camp i.e, Blood donation	Transport facilities, Book bank , Access of Wi-Fi

6.4 – Financial Management and Resource Mobilization

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

INSTITUTION CONDUCT INTERNAL AND EXTERNAL FINANCIAL AUDIT REGULARLY. Annual Quality Assurance Report of GYANROSHANI LOK KALYAN SANSTHA KHOKHARA JANJGIR AUTHORISED CHARTERED ACCOUNTANT MONITER/ ANALYSE ALL THE RECORD RELATED TO FINANCIAL ISSUSE. BUDGET ALLOCATION AND AUDIT REPORT CHECKED AND MAINTAINE BY THE AUTHORISED CHARTERED ACCOUNTANT REGULARLY.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Team of experts	Yes	Principal
Administrative	Yes	Team of experts	Yes	Principal

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

* Collaboration in Extension Activies • Expert of specific field give talk and address students • Periodical suggestion on development activities

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

ICT orientation Official communication and record maintenance Orientation on Tally Software

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

Faculty members are encouraged to improve qualifications. College does conduct staff development programmes during vacation and deputes faculty to various workshops conducted at university or college level. Faculties are encouraged for paper presentation and publications too in this regard. Some of the 2-3 days workshops conducted this year are as under: a. Micro teaching b. Innovative strategies c. Problem solving method The management arranges computer courses for the staff members. The administrative staffs are regularly provided with financial assistance to attend the relevant programmes. Various academic counsellors are also invited to have talks on these areas.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	FDP on "Professional Enhancement of Teacher Educators	20/06/2019	22/08/2019	24/08/2019	16
2019	FDP on ,Experiential Learning and Work Education in School Teacher Curriculum"	20/06/2019	10/09/2019	12/09/2019	16

2019	Orientation Program- ICT orientation Official com munication and record maintenance	20/06/2019	25/10/2019	26/10/2019	7
2020	Workshop on Constructive Approach Based Lesson Planning	20/06/2019	06/01/2020	10/01/2020	16
2020	Orientation on Tally Software	20/06/2019	15/01/2020	17/01/2020	7

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
HIV/AIDS Awareness Programme	01/12/2019	01/12/2019	63	15
Womens Day	08/03/2020	08/03/2020	82	13

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

Percentage of power requirement of the University met by the renewable energy sources
Use LED Blubs and Tubes in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	0
Ramp/Rails	Yes	3
Braille Software/facilities	No	0
Rest Rooms	Yes	3
Scribes for examination	No	0
Special skill development for differently abled students	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	04/10/2019	1	Stubble burning campaign	Awareness rally for local villagers and community	55
2019	1	1	08/10/2019	1	Say no to Plastic	Awareness Programme at schools level	94
2019	1	1	18/05/2019	1	Awareness Environment conservation	Awareness Programme at Local Village Level	96

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for Principal	20/12/2019	Code of Conduct for Principal • The Principal should plan the budgetary provisions and go through the financial audit statements of the Institute. • Chalk out a policy and plan to execute the vision and mission. • Head of the Institute should encourage Faculty Members to author text books and publish research papers in reputed International / Indian Journals / Conferences. • Ensure that the staff and students are aware of rules, policies and procedures laid down by the college and enforce them fittingly. •

			Recommend and forward communication to the authorities. • Monitor, manage and educate the administration of the institution and take remedial measures / actions based on the stakeholder's feedback. • Execute any other qualitative and quantitative work for the welfare of the institution. • Listen to the student's ideas and set a supportive tone. • Be fair in his disciplinary actions for all the members of faculty, non-teaching staff and students. • Empower all his staff and students to reach their maximum potential.
Code of conduct for Students	25/12/2019		Code of Conduct for Students • It is mandatory for every student to attend at least 75 of total lectures held in each term in college. • Students will not use foul or offensive language. • Students will not deface or damage college property. Any damage to college property should be reported to the Head Mistress immediately. • Strict disciplinary action will be taken against students indulging in any kind of ragging activity inside and outside the college campus • Students will not to indulge in activities like stealing or damaging any farm produce or any property belonging to the institution, staff member of the institution or any other student. • Students will not to instigating violence or participating in any violent

			demonstration or agitation or violent streak in the institution. • Students will not to instigating or participating in any group of any official or any staff member of the Institution • Bullying, aggression or violence in any form is gross misconduct for which the college will take strict disciplinary action if required. • Students will be expected to have respect for their peers and be sensitive to differences among themselves due to physical, cultural and economic considerations. • Students will be expected to be environment friendly.
Code of conduct for Teacher	06/01/2020		Code of Conduct for Teachers • Provide innovative and quality education to pupils. • The work plan of teaching staff should ensure, in the most productive manner, with regard to the roles, jobs and targets assigned to them by the Department/ Institution. • Be impartial and non discriminative for students. • Staff must attend all functions of the college as per the instructions of coordinators and Head of the respective departments. • Interact with the students in a friendly manner. • Staff must be punctual, sincere and regular in approach. • Abide by the rules and regulations of the institution. • Abide by the procedures to ensure student's safety. • Collaborate with fellow teachers. • The staff should motivate the

			students and bring out the creativity / originality in the students and should make himself/herself available for doubt clearance. • Be good counselors and facilitators. • The staff should get the feedback from students and act / adjust the teaching appropriately. • Help, guide, encourage and assist students in their learning. • Maintaining records to manage, monitor, assess and improve student •
Code of conduct for non Teaching staff	10/01/2020		Code of Conduct for Non Teaching Staff The following traits are expected from the Non teaching staff. He / She must • Report to duty at least 30 minutes in advance. • Remain on duty during college hours. • Adhere strictly to the laws and regulations of the college. • All the staff Members should follow the rules and regulations of the Institution as prevalent from time to time. • Respect and maintain the hierarchy in the Administration. • Maintain honesty, integrity, fairness in all activities. • Maintain self-discipline and restrain at all times and deal positively with staff, students and the general public • Must not divulge official secrets, mutilate, expunge, conceal, alter or forge official documents / receipts. • Must not be absent from duty without official approval or approved sick leave. • Every staff should maintain the confidentiality regarding the College's affairs and

	the affairs of its constituents and should not to divulge, directly or indirectly, any information of confidential nature either to a member of the public or of the College's staff.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day Celebration	21/06/2019	21/06/2019	95
Add on Course on Human Rights	20/07/2019	21/08/2019	28
Add on Course on Ethics in Education	22/07/2019	25/08/2019	26
Add on Course on Yoga And Meditation	10/08/2019	25/09/2021	33
Extension Lecture on Professional Ethics By Dr. Jai Baghwan Vyas Principal Sant Hari Dass College of Higher Education	27/11/2019	27/11/2019	88
How to Inculcate Reading Habbits By Dr.Prabjot Kaur Amritsar District librarian	08/01/2020	08/01/2020	82

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

2. Smoking Free Campus.
3. Large Area.
4. Green campus.
5. Proper Sanitation Facilities.
1.Plastic Free Campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

TITLE: IMPROVISE CLASS ROOM TEACHING PROCESS GOAL AND OBJECTIVES To ensure that academic calendar should followed and complete the syllabus accordingly. To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching. To ensure the peer is tutoring and Cooperative learning. To ensure percentage will improved annual wise and enhance the number of ranks bagged by the institute at the university level examinations. THE CONTEXT Division of the syllabus in different section have always keeping in the mind by the teacher, unit test class test are planned accordingly. If teachers find it difficult to keep pace with the techno – savvy pupil learners,

the peer tutoring and cooperative teaching will take place in the regular classroom it will beneficial for the teacher and as well as for the students. It has become essential for the teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. To avoid mismatch between the pupil learner and the teacher handling varieties of tools available for teaching – learning the peer tutoring and cooperative teaching helps at various stages of teaching. The PRACTICE Students got information of overall academic year by the information handbook and institution website The teaching – learning committee along with the head of the Institute monitor the pace of coverage of the syllabus. Teachers upgraded their knowledge and engaged in various faculty development programme to enhance their knowledge and skill in teaching. Informal feedback is obtained from students regarding the content delivery by different teachers. Students evaluation is done with the help of assignments, tests, classroom behavior, attendance and project works. Different resource rooms and ICT lab communication lab are available to teach the future teachers how to teach in the classroom. Computer experts and other expert staff train the teachers in the use of Power Point Presentations, browsing the internet for useful resources, uploading content on the college website, use of google docs for information sharing, etc. EVIDENCE OF SUCCESS Teachers have adopted modern pedagogic styles and ICT in their classes. Teacher Recorded lectures are available on You Tube Appropriate media is used to teach the students. Appropriately paced and timely completion of syllabus. Students feedback have taken time to time. Improvement in results. PROBLEM ENCOUNTERD The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adoption by teachers. Best Practice- II TITLE: PARENT TEACHER ASSOCIATION OBJECTIVES • To bring together all parents students and the faculty of Gyan Roshini Lok Kalyan Sanstha to share their experiences with each other. • Promoting a strong relationship between parents and the Gyan Roshini Lok Kalyan Sanstha • To utilize the rich experiences of parents of the college for the benefit and progress of the students • To provide opportunity for social, professional networking and career development of the all students. • To promote the campus placements through the old students working in reputed School Colleges and Universities in India and abroad THE CONTEXT: Gyan Roshini Lok Kalyan Sanstha Parents Association has a very sound understanding The Parents Association cell of the Institute is in coordination with Guidance and Counseling cell and Training and Placement cell, organizes parents meet every year to review the activities of the current year and plan the activities for the forthcoming year. Gyan Roshini Lok Kalyan Sanstha Face book page, departments WhatsApp group, Instagram account, group email ID etc are available to connect with the Parents and conduct the face to face Parents interaction and update the students of upcoming events at campus. THE PRATICE: Gyan Roshini Lok Kalyan Sanstha .Parents Association has conducts Parents meets at least twice a year . During the Parents meeting, an effort is made to identify the initiatives of parents during their studentship and what potential they possess and how they their abilities , skill or competencies could be optimum utilized for the benefit of students. Parents's and respective Teachers share their views with each other and give them information regarding current trends in teaching learning process and practices trends in which they work. Parents also donated books for the needy students in the institute campus Library. There involvement in the institute helps to maintain the suitable improvements with respect to the infrastructure facilities and academic can be made in the institute. Senior Parents's also interacted with students and guiding them in preparing their internship Files and how to deal with students during teaching practice in Schools. Some Parents are also give guidance regarding how to face interviews and how to clear competitive exams. EVIDENCE OF SUCCESS: Parents meet conducted twice every year and many students got benefit from the meetings they got placements in reputed colleges and schools. Current batch of the students share

their difficulties during internship. Poor and needy students issued donated books from the Book Bank of the Institution. PROBLEM ENCOUNTERD Due to change in Contact Number and Residential Address parents were not reached on time during parents meet.

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

https://52c33a70-fc00-433e-9c04-fdae8bb5dcb0.usrfiles.com/ugd/52c33a_912477d7bd f9463ea43476499e738ada.pdf

7.3 – Institutional Distinctiveness

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

The Instiute has continuously and successfully maintained the quality of education, as is evident from various academic parameters .Since its inception, all the requisite norms of governing authorities have been implemented to see that service to the society through quality technical education is served. Staff, students and the stakeholders enjoy the association with the institution due to its transparency in entire The Academic Calendar is prepared well in advance before the commencement of every session which outlines the beginning of the session, On-line Teaching Learning-Colleges are shut down due to Covid 19, despite of this pendemic institute is regularly conducting on-line classes, interaction, webinar, and getting feedback. Internal Exams (Offline and Online) and External Exams schedule. All the academic activities are conducted as per the Academic Calendar along with co-curricular activitiesFaculty members fortnightly give assignments and presentations to the students and ask submissions for their interna assessment.Special Internal Exams are also conducted as another attempt for the Absent students. Feedback Mechanism Feed of the faculty members is taken from the students in every session. Social Responsibilities Initiatives: Rashtriya Ekta Diwas Environment Day. Swachhyata Abhiyan International Women Day World AIDS Day World No tobacco Day Sadbhavana Diwas National Voters Day Education Day International Human Rights Day National Constitution Day Conservation of Natural Resources: Saving water and rain water harvesting is also taught as an activity as the institute is well planned to harvest rain water in the campus itself the students learn from the environment around them in the campus. The conservation drive focuses on the judicious and proper utilization of water. This is an ideal solution of water problem where there is inadequate groundwater supply and surface sources are either lacking or insignificant. Rain water is bacteriologically pure, free from organic matter and soft in nature. In the present-day world, rapid urbanization coupled with industrialization has become the order of the day. Water Harvesting Pit: Added to urbanization, scanty and erratic rainfall is often resulting in reduction in water levels indicating depletion in storage in the surface reservoirs. Dependence on ground water is increasing rapidly over the past two decades. The demand is so high that indiscriminate use of groundwater resulting in steep fall of the ground water levels and there is also reduction in yields.

Provide the weblink of the institution

http://www.gyanroshani.com

8.Future Plans of Actions for Next Academic Year

FUTURE PLAN OF ACTION FOR THE YEAR 2019-20 Gyanroshani Lok Kalyan Sanstha Khokhara, Janjgir is affiliated with Atal Bihari Vajpayee University Bilaspur (C.G.) and follows curriculum and other academic activities as per the approved academic calendar. College at its own end desire and plan its, strategy and approach for effective implementation of curriculum. Process of implementation has a larger amount of flexibility. MECHANISM Curriculum committee of the college

has larger responsibility to drawn out action plan. Reviews the previous year plan and visualizes what new can be added in the planning, feedback from the students, alumni and other. Stockholder also provides area of improvement once draft action plan is nearly discussion takes place with the IQAC and approval of the college authorities. College draws a very specific , scientific , flexible and transparent action plan reflected in the followings: FOCAL POINTS – 01. Academic flexibility , faculty has to develop its own plan with in the dimension of COs and POs. 02. Timely formulation and communication of progress out comes and course out comes. 03. Work out timely unit/ Sub unit based academic activities both theory and practicum, which plans meet term assessment also. 04. Developed planner of co-curricular activities, extension and working with community and timely disseminated. 05. Developed and identified school for internship and allocation of students. 06. Developed schedule for internal evaluation field visits. Date conduct Mock Interview for second year students. Thus college implements is plan in systematics manner involving total faculty.