



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	GOVT. DAU KALYAN ARTS AND COMMERCE POSTGRADUATE COLLEGE, BALODABAZAR
• Name of the Head of the institution	Dr. ALFA REKHA C. JAMES
• Designation	PG PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7727296013
• Mobile no	9329902412
• Registered e-mail	dk_collegebaloda@rediffmail.com
• Alternate e-mail	dkcollegebaloda18@gmail.com
• Address	GOVT DAU KALYAN ARTS AND COMMERCE POSTGRADUATE COLLEGE, BALODA BAZAR
• City/Town	BALODA BAZAR
• State/UT	CHHATTISGARH
• Pin Code	493332
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Pt. Ravishankar Shukla University, Raipur				
• Name of the IQAC Coordinator	Dr. Purushottam Jha				
• Phone No.	9399474997				
• Alternate phone No.	9926480103				
• Mobile	8827151859				
• IQAC e-mail address	purush.jha@gmail.com				
• Alternate Email address	dkcollegebaloda18@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://gdkcbalodabazar.ac.in/Uploads/AQAR%202021-22_2023162090945.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gdkcbalodabazar.ac.in/Uploads/Academic%20Calender%202022_23_2023162085703.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71.60	2007	31/03/2007	31/03/2012
Cycle 2	B	2.11	2022	11/10/2022	10/10/2027
6.Date of Establishment of IQAC			17/01/2020		
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
GOVT DAU KALYAN ARTS AND COMMERCE POSTGRADUATE COLLEGE, BALODA BAZAR	REGULAR ALLOTMENT	State Government	2022-23	2158250
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		09		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
1. Around 05 MOUs signed with institutions of national importance and activities of students and teachers exchange. 2. Promoted research work and conducted seminar workshops. 3. Conducted maximum Guest lectures in different subjects. 4. Improvement of ICT Facilities. 5. Value added course included in Department of PGDCA.				
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year				

Plan of Action	Achievements/Outcomes
Proposal for establishing NAAC Committee for NAAC preparation.	NAAC Committee established.
Proposal for organising seminar and workshops.	Promoted and conducted seminar in various departments.
Discussion to have MOUs with different colleges.	Around 05 MOUs signed with institutions of national importance and activities of students and teachers exchange
Proposal to start value added course.	Value added course included in PGDCA department.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	15/01/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	08/02/2024

15. Multidisciplinary / interdisciplinary

The concepts of the Multidisciplinary and Interdisciplinary approach have been already adopted by our Institution and further, we are planning to strengthen this concept to develop different subject knowledge for students. Our college offers value-based courses that include projects, community engagement, and environmental studies education. Our Institution offers Ph.D. Programme in Hindi and Political Science.

16. Academic bank of credits (ABC):

Institution to fulfill their requirement of Academic bank of credits as proposed in NEP 2020. College is waiting for directions from state government to register itself under the ABC to permit its learners to avail the multiple disciplinary entries during the

chosen programmed. College is waiting for directions from state government to promote and encourage students to design their own curricular and approach within the approved framework, including textbook, reading material selection, assignments and assessments etc.

17.Skill development:

Colleges to strengthen the vocational education and soft skillsof students in alignment with National Skills qualifications. Skill and certificate courses are being planned to offer to students through online and distance mode with the permission of state government. Planning to engage the services of Industry veterans and crafts persons to provide skills.

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

Strategy and details regarding the integration of the Indian Knowledge system.We are providing inflienet to all students. College pertaining to the appropriate integration of Indian knowledge system.We are planning to include ancient Indian contributions in syllabi with the permission of affiliating university. Students participate in sports and cultural activities.

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

Outcome based education in college in different-different parameters. Examples: Course Outcome (CO), Program Educational objectives (PEO) Program Outcomes (PO)/program specific outcomes (PSO). Provide a framework for engaging with the world and with ongoing learning of new knowledge such as : Self awareness and emotional intelligence. Career and leadership readiness. Teamwork and communication skills. Critical thinking and problem solving. Deep discipline knowledge.

20.Distance education/online education:

College facilitates all the courses offered by Pt. Sunderlal Sharma Open University Bilaspur Chhattisgarh. College strengthens education through online mode for non collegiate students offering vocational courses. College offers the use of technological tools for teaching and learning.

Extended Profile

1.Programme

1.1

12

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1 Number of students during the year		2741
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		780
File Description	Documents	
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		891
File Description	Documents	
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		46
File Description	Documents	
Data Template	View File	
3.2 Number of sanctioned posts during the year		03

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	34
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6420996
4.3 Total number of computers on campus for academic purposes	84

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 curriculum of the programs is decided by the affiliating university Pt. Ravishankar Shukla University, Raipur, Chhattisgarh. Academic calendar is prepared by the college committee and verified by the University. The syllabus, course, exam, activities, programs are all conducted according to the prescribed design of the academic calendar. In order to meet the aim of the academic calendar of the college every year orientation program is conducted for newly admitted students to make them aware of its delivery and implementation. The Government Dau Kalyan Arts and Commerce Post Graduate College is the leading college of the district Baloda Bazar therefore is also entrusted with immense responsibility in the field of higher education. It also administers all the other educational institutions of higher education government and private colleges except technical and agricultural colleges are under its administration. Prescribed curriculum is delivered according to the teaching plan and time- table which are specially prepared for it. Most of the departments have formal plan of curriculum delivery through well prepared and documented notes of the lectures by teachers.

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

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

In accordance with the guidance of the university teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" and it is regularly monitored by head and department. The curriculum delivery was insured by our college with the combine advice of Principal, Faculties, Stakeholder and students so that curriculum was fully implemented. Other than quarterly, half yearly exam, class test and PG student's seminar are also organized by each department. Science, Commerce, Art, IT, Law, Computer there all courses are running in our college and we offer a well planned curriculum to the students guided by affiliated university. NCC, NSS, Red Cross, Career Guidance cell are existed at the institution for knowledge and social enrichment. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted by the university syllabus for each topic. Along with the traditional chalk and talk method, teachers often use power-point projections during the lectures to demonstrate topics. . We have a very rich central library with more than 40000 books and open access system.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma

B. Any 3 of the above

Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

03

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

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

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

02

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

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

55

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

1.3 - Curriculum Enrichment

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

The Government Dau Kalyan Arts and Commerce Post Graduate College is very conscious and awake about the issues which are relevant to Gender, Environment and sustainability, Human values and Professional Ethics etc. and also follow these in the regular curriculum during teaching learning processes of the syllabus provided by affiliating university. The subject of gender sensitization finds place in various courses. The subject of environment and sustainability is included in the form of compulsory subject i.e. environmental studies which is must for all the students of art, science and commerce first year studies. They are also given practical assignments in the field of environmental knowledge and human values. Professional Ethics finds special mention as a special subject in the course related to bachelor degree of law. All the requirements and ethics of the profession of an advocate is taught and practiced in the study of law. As every profession has some ethics associated with it likewise the study of law has a very distinct place for the subject. It governs the future course of action in the legal profession.

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

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

04

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

61

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may

B. Feedback collected, analyzed

be classified as follows | **and action has been taken**

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2741

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

2549

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Goals

- To create a conducive and inclusive academic environment catering to diverse needs of the students
- Adoption of Learner-centred teaching methodologies as per the

special learning needs

- Facilitate and organize programs / activities for diverse learners to enhance learning experiences

Facilitating the process

- The institution adopts efficient Inclusive methods to identify and cater to Student diversity.
- Orientation Program is conducted at the beginning of the academic year to give an overview of teaching-learning practices, placements, extension services, examination system and other student centric activities.
- The bonding between staff members and students is highly appreciable in the institution.

Activities to address slow learners

- Bilingual explanation for students as per requirement outside the class hours.
- Personality Development sessions are conducted to motivate and build confidence in students.
- Mentoring and Counselling sessions are conducted to help students overcome anxiety and psychological problems, if any.
- Previous year questions assignments are given to student to enable them to understand the pattern.

Methods adapted to facilitate advance students:

- Opportunity to plan and organize Intra-college events/competitions, Seminars/Guest Lectures/Workshops and other activities of the college.
- Awards are given for curricular, co-curricular and extracurricular achievements and appreciation awards for their contribution in the organization of various extension activities.
- Students are encouraged to join SWAYAM (MOOC) Courses / NPTEL Courses.
- Guidance provided to students for NET/SET/GATE Competitive exam.
- We motivate PG students to give lecture in UG classes.

Evidence of success

- Improved academic performance of slow learners.
- Advance learners are securing position in merit list of university.

File Description	Documents
Paste link for additional information	https://gdkcbalodabazar.ac.in/Uploads/2.2.1_compressed_2024292093058.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2741	46

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Goals

- To create and maintain an environment of excellence in education with technological advancements, effective pedagogy and methods of evaluation and to develop knowledge citizens with multidisciplinary global competencies.

Facilitating the process

- The University has designed / reviewed programmes, teaching learning techniques and evaluation process Student-centric methods make the teaching-learning process interesting, innovative and effective.
- Infrastructure facilities are upgraded to facilitate ICT based teaching, labs, simulations, audio-visual and live demonstrations theory and practice making learning effective and engaging.

Experiential learning

- Experiential learning methods such as Survey Based Projects, Lab Sessions, Model-making, Project work are part of curriculum, Certification courses for basic computer knowledge and Educational trip.

Participative learning

- Skill Based Tests like Presentations, Quiz, Poster Making, and Group Discussions are part of participative learning. The activities of NSS, Youth Red Cross, NCC, SVEEP etc.

Problem solving methodologies

- Project work is mandatory for all PG courses and few UG Courses offered in the college. Case study method is commonly adopted in teaching learning process to make the students have logical thinking and practical knowledge to develop problem solving ability.

Outcome of student centric methods

- Interactive and Competent augmented with domain Knowledge and Skills. Enhanced critical thinking and research orientation Field trips help in application oriented knowledge of concepts learnt in classroom.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gdkcbalodabazar.ac.in/Uploads/2.3.1_compressed_2024292093134.pdf

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

Goals

ICT based education to enhance the effectiveness of teaching learning process thereby having Paradigm shift from teacher-centric approach to student centric approach.

Process & Implementation

- Classrooms /are equipped with ICT tools to encourage ICT usage.
- Several FDPs are conducted to train the faculty with the usage of ICT tools and online resources.
- The ICT tools are frequently updated and maintained.

Evidence of success

- Classrooms are well equipped with ICT enabled facilities for teaching like computers, LCD Projectors, internet facility, audio visual equipment etc.
- e-resources, online content, PPTs, You Tube videos, website links, e-reference books are used by the faculties where the courses need updated information.
- Language lab is equipped with computers and open Source programs are used for teaching, practicing and testing
- English language skills.As part of e-Learning, students give power point

presentation and assignments are also given to encourage Internet based research.

- Public address system, camera, laptop, desktop, wifi,scanner, projector, visualize, printer, photocopier, pen drive, microphone, interactive white board, LAN connected system are also used by faculty.
- Online quizzes are regularly conducted in different subjects.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

46

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

2.4 - Teacher Profile and Quality

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

46

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

13

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

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

2.4.3.1 - Total experience of full-time teachers

46

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Mechanism to deal

- The institution has a transparent, time-bound and efficient mechanism for examination related grievance redressal.
- For all the internal examination related queries the respective heads of departments are empowered to act and adjudicate except for extreme cases .
- As the faculty members enjoy a good rapport with the students the latter do not hesitate to approach their teachers in case of any examination-related doubt in their minds.
- The computing of marks for internal examination is done by the clerical staff of the college as well as by faculty members on the result committee.
- Schedule for class tests are decided after taking into consideration students demand for considerable time needed for preparation, and after results are communicated to them, they are free to voice their grievances, if any of the head of the department and also to the head of the institution, and speedy, effective remedial measures are taken.
- Final examination (for every year) and semester conducted by the Pt. Ravishankar Shukla university Raipur and the entire process being carried by the said university which publish results.
- Students are free to apply for reviews of the concerned papers as well file RTI applications against a fee in accordance with the procedures prescribed by the University.

File Description	Documents
Any additional information	View File
Link for additional information	https://gdkcbalodabazar.ac.in/Uploads/2.5.1_compressed_2024292093549.pdf

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

The transparency and efficiency indices of the examination related grievance redressal mechanism:

- The institution has a transparent, time-bound and efficient mechanism for examination related grievance redressal.
- Any discrepancy in question pattern or marks allocation is

addressed by the examination committee and headed by the Principal as soon as, it is brought to its notice.

- As the faculty members a good rapport with the students latter do not hesitate to approach their teachers in case of any examination-related doubt in their minds.
- The computing of marks for internal examination is done by the clerical staff of the college as well as by faculty members on the result committee.
- Schedule for class tests are decided after taking into consideration students demand for considerable time needed for preparation, and after results are communicated to them, they are free to voice their grievances, if any of the head of the department and also to the head of the institution, and speedy, effective remedial measures are taken.

File Description	Documents
Any additional information	View File
Link for additional information	https://gdkcbalodabazar.ac.in/Uploads/2.5.1_compressed_2024292093549.pdf

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.

GOALS

To uphold and promote the vision statement of the Institution. There is no Salvation without Knowledge.

Adhering to the dictum and following the instruction of the higher Education institution, the college is marking its combination in providing education to all. Preserve the mandate of UGC, i.e., maintaining high standard of higher education.

PROCESS & IMPLEMENTATION

Students and teachers are thoroughly updated about the programme and course outcomes through Colleges' website. Each and every programme offered by the College is displayed on the website and admission booklet. After completion of the admission process.

The concerned departments take initiative to clearly communicate the syllabus, timetable and curriculum of the particular discipline to

the students after their admission. With reference to the curriculum and syllabus, the programme and course outcomes are also discussed in the students' Orientation meetings. This would help the students to get a sense of the scope of concerned discipline concerned and the possibilities for further studies including research.

EVIDENCE OF SUCCESS: MECHANISM OF COMMUNICATION TO STUDENTS

Programme and course outcomes are displayed on the website of the Institution.

Orientation programme conducted for the students in the beginning of the academic year / semester wise giving an overview of the Program/Curriculum in the context of Programme and course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://gdkcbalodabazar.ac.in/Uploads/course%20out%20comes_compressed_compressed_2024292_093816.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

METHODOLOGY ADOPTED

- Our institution is affiliated to Pt. Ravi Shankar Shukla University Raipur. We offer Under Graduate, Post Graduate, Research Programme under the faculty of Arts, Commerce and Science. For these Programs and Courses, the institution follows the curriculum designed by the affiliated University.
- The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are evaluated by the institution and communicated to the students in the formal way of discussion in the classroom and departmental notice board.
-

Subsequently, the college took care of the attainment to measure the Programme and course outcomes for all Programmes and implemented the mechanism as follows: -

- All the subject teachers maintained academic diary in every

academic year.

- All the subject teachers prepared semester-wise evaluation reports.
- For UG Classes Basically for Arts group sessional examination is conducted.
- Internal examination committee analysed evaluation reports of results.
- The examination results and feedback reports are analysed by the IQAC and steps for improvement are planned accordingly.
- The Department of Sports keenly observes the performance of students in sports.
- Performance of students in extra curricular activities are observed by the College Student Union and the teachers in-charge of various clubs
- IQAC & Staff council both discuss the findings of the feedback of stakeholders and accordingly prepare plan of action for subsequent year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://gdkcbalodabazar.ac.in/Uploads/course%20out%20comes_compressed_compressed_2024292093816.pdf

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

507

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

2.7 - Student Satisfaction Survey

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

https://gdkcbalodabazar.ac.in/Uploads/SSS_2024123100727.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

03

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

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

00

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

3.2 - Innovation Ecosystem

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

Govt. Dau Kalyan Arts and Commerce PG College Balodabazar is the main and leading college of the district which offers various type of courses i.e., Arts, science, commerce, law, computer and information technology. This college is a major academic institution of education for rural youth and remote areas. The College organizes a number of departmental seminars, debates, cultural and literary programs which create a good environment and promotion to these types of activities give right direction to students for making bright and glorious future. Mathematics department specially organizes subjective presentation through projectors and e - digital medium. MMC (Madhava Mathematics Competition) exam was conducted and provided certificates by this department. Quiz contests are also organized by department. The college administration provides some basic facilities for students such as library, digital board for teaching, newspaper reading corner at library science. Good and airy room and enough apparatus available in the science laboratories for science stream students to facilitate to transfer of knowledge. College conducts awareness programs in each department innovative, creative approach. College administration organizes Cyber Security Information programs. Each department tries to contribute towards better environment and takes cooperative responsibility for clean and green college campus through teaching and activities. College has its own mini health corner to maintain health and wellness for students and teachers through Red Cross Society.

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

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

00

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

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

13

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)	View File
Any additional information	View File

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

12

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

Govt. Dau Kalyan Arts and Commerce PG College Balodabazar organizes a number of activities to provide a learning platform and engage students in the institute campus and nearby neighborhood community to sensitize the students towards community responsibilities and needs and nation at large. The NCC/NSS/Red Cross society members and college students actively participate in social service activities leading to their overall development. The number of extension activities is organized by college through "NCC" and "NSS" units and Red Cross Society. NSS organizes a residential seven days NSS camp in nearby villages every year. Several social & other activities carried out by NSS volunteers' are i.e. Shramdan, social interaction, tree plantation, Beti Bachao- Beti Padhao, AIDS Awareness, Blood Donation Camp, Swachchha Bharat Abhiyaan, Matdata Jagrukta Abhiyaan etc. NCC a youth voluntary organization plays important role through rallies, slogan writing, debates, essay writings etc, in spreading awareness among people against Drug Abuse and use of Tobacco. NCC unit participates in the Swachchha Bharat Abhiyaan Drive by cleaning the college campus and nearby area.

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

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

04

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

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

51

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

1949

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

05

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Govt. Dau Kalyan Arts and Commerce Post graduate college is lead college in our Balodabazar district and over the years student strength has grown significantly. The College has a welldefined policy for the creation and enhancement of infrastructure facilities in the college. This growth demands continuous upgradation of infrastructure which has been met with the funding provided by UGC, RUSA and state government.

- Computer Labs- 02 (01 PGDCA & DCA, 01 IT /BCA/CS).
- Laboratories- 10 (Botany-02, Zoology-02, Chemistry-02, Physics-01, Biotechnology - 01, Geography - 01 and Psychology - 01).
- Hostel- Girls Hostel - 01 (capacity of 30 girls.).
- Separate rooms for NCC and NSS.
- One Wheel chair and ramp for physically challenged students.
- CCTV Cameras at different points cover the whole campus

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

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

The College is proactive and supporting in holistic grooming of students. College has a huge and spacious play ground to hold sports

activities like Cricket, Football, Athletic events. The college has taken initiative to undertake a multipurpose sports stadium which has indoor facilities like Badminton, Jim, and outdoor facilities like Lawn Tennis, Kabaddi and Kho-Kho. There are other indoor games like Carom, Chess, Table Tennis. Equipments for weightlifting, yoga and open gymnasium for all-round development of students. . Yoga activities are conducted in open playground for better health of students. Students regularly participate in Inter College, University, District, State and National level sports activities through-out the year under the supervision of sports officer. Special kits are distributed and required materials are provided. Nutritious diet such as energy drink rich in protein is provided during practice and actual matches. First aid facility is provided by the sports department.

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

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

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

00

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

4.2 - Library as a Learning Resource

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

Govt. Dau Kalyan Arts and Commerce Postgraduate College library is an N-LIST subscriber since 2013 and has access to 3 Lacs EBooks and 6000 e-Journals and 2 Journal (Has and Current science Journal). All the staff and students have access to vast e- resources available under NList of NME-ICT . The library has 06 functional computers with internet facility out of which 04 are available for use by students and teachers.

Very recently, the software is being installed again in the new computer system and is in partial stage of automation.

Name of ILMS software : SOUL

Nature of automation (fully or partially) : Partially

Version : 2.0

Year of Automation : 2016.

The college has subscription of various local and national newspapers like - The HITVADA, DAINIK BHASHKAR, NAV-BHART, PATRIKA, DESH-BANDHU, HARIBHUMI and Magazines like PRITIYOGITA DARPAN, PRATIYOGITA SAMRAT, INDIA TODAY etc.

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

4.2.2 - The institution has subscription for the

C. Any 2 of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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

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

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

3.3821

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

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

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

35

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

4.3 - IT Infrastructure

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

- Administration room has computer facility along with Wi-Fi so

that information can be downloaded & sent online without any wastage of time.

- The use of computers in administration has increased the efficiency and added to the smooth functioning along with saving of time & paper.
- The Account section also makes use of computers for making payments online along with accepting fee from student through SBI Collect e-payment. This has not only led to a lot of transparency but also ease in handling financial matters.
- The college has two computer labs for IT students. These labs have 55computers with printing facility, Wi-Fi/ LAN

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://gdkcbalodabazar.ac.in/Uploads/4.3.1.docx_2022023170753.pdf

4.3.2 - Number of Computers

84

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

20.45

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

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

- Library facilities are open to the students during college hours. Maintenance and utilization of library resources are done strictly following the library rules. Most of the departments maintain departmental libraries with proper stock and issue register.
- Sports amenities :- regarding the maintenance of sports equipment the college sports assistant is deputed. Sports assistant look after sports ground and pavilion.
- Computer lab equipments such as computers, printers and projectors are constantly monitored by the lab technicians who take immediate steps to replace the non-working parts. Each department has appropriate computers for their requirements. Computer Department maintains Internet and WIFI of the campus.
- The proper functioning of equipments in UG and PG laboratories is ensured in every semester by the lab technicians and minor repairs such as installation, replacement parts are carried out by them when needed and recorded in service register. Skilled lab assistants inspect the instruments regularly for effective functioning and safety. In all labs, electronic equipment's are protected through voltage stabilizers. Chemical substances in chemistry department are maintained as per approved norms

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1921

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

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

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

00

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

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://gdkcbalodabazar.ac.in/Uploads/Metal%20Health%20&%20Wellness_compressed_2024272123147.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

267

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

267

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

129

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

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

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

00

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

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.

203

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

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

Students are given exposure to involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. They actively participate in committee

meetings. The following is the list of Committees having student representation and engagement.

1. Department Association Committee
2. Sports Committee
3. Cultural Committee
4. Internal Quality Assurance Cell
5. Anti-Ragging Committee
6. Anti-Sexual Harassment Committee
7. Grievance Redressal Committee

The Student Council is formed every year following the norms set by the University to which the Institution is affiliated. The academic and administrative atmosphere of the Institution has always been peaceful and therefore there has never been a single event of agitation or strike by the students in the session 2022-23.

Institute promotes representation of students on academic and administrative bodies. An active student council comprises of members to monitor academic, cultural, sports, literary events, Anti-Ragging and gender sensitization programmes, NSS and NCC activities. College Student Council members along with committee members take active role in conducting college Annual Social Gathering, Subject Societies and national festivals.

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

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

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

41

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a registered alumni association. The Alumni Associations functions through two modes. (i) as an independent organisation, (ii) as an association endorsed by the College. The independent alumni association meet as and when necessary arise. Principal and senior faculties are invited to participate to offer suggestion to improve the welfare of the college. Alumni association endorsed by the college meets once in a year. Principal being the chief coordinator convene the meeting and present the immediate needs of the college, while reeving comments and suggestions from the alumni for the development of the college. Prominent alumni facilitate the prospective students for employment generation. Beside the alumni association of the college. Certain old departments have their own alumni set up to promote their department interest. Alumni have contributed in kind and cash for the development of the department and college. Steps are being implemented to strength the alumni association to play an active role in the development of the college.

File Description	Documents
Paste link for additional information	https://gdkcbalodabazar.ac.in/notice/Alumnies
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
-------------------------------------------------------------------	----------------------

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision :- To impart quality higher education to youth of rural area and make them self-reliant.

- To create a self-reliant centre of Excellence in order to impart and inculcate the right values, attitudes, and skills, and stressing quality consciousness to produce ideal citizen who can contribute to the nation building.

Accordance to the vision and mission, the leadership maintains a transparent and interactive environment. The stakeholders are encouraged to participate in decision making process. The principal monitors all the activities by regular interaction. The College Development Committee is the executive authority which exercises general supervision. During the staff council meeting, the review of all activities is done. The departments and the various committees are responsible for the smooth implementation of the directives. The Grievance Redressal Cell deals with grievances of the stakeholders. The management and IQAC extend all types of support to the faculty members. The alumni network is utilized to make interaction with various agencies for training in context to placement. Excellence is also promoted by honouring students with awards and scholarships. The Managing body, CDC and Staff work in complete harmony with each other, in tune with the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://gdkcbalodabazar.ac.in/show/mission-and-vision
Upload any additional information	No File Uploaded

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

For smooth running of the big Institution decentralization is key to success. Principal of our college leads us in different academic and administrative areas. To help him Our IQAC managed to make different subcommittees which help in policy making and implementations of different areas of academics and administrations. These committees are listed below

Academic Committees

- (1) Admission committee
- (2) Library committee
- (3) Examinations Committee
- (4) Career counseling and placement committee

Co-Curricular Committees

- (1) Personality developments
- (2) Cultural committee
- (3) NSS
- (4) NCC
- (5) Red Cross

Statutory Committees

- (1) Anti-Ragging committee
- (2) Sexual harassment Redressal Cell
- (3) RTI committee
- (4) disciplinary committee

College development Committees

- (1) Staff Council

(2) IQAC

(3) Janbhaagidaari committee

(5) Purchase committee

File Description	Documents
Paste link for additional information	https://gdkcbalodabazar.ac.in/Uploads/GDKCBalodaBazarCollegeComitee.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Not applicable in this year.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institute is an affiliated Government college under Pt. Ravishankar Shukla university Raipur . Thus, we follow all the administrative rules under the guidance of Department of higher education , Government of Chhattisgarh . Our administrative /academic setup and their recruitment is done by government itself and for this purpose they took help from agencies like CGPSC and CGVYAPAM.UGC regulations are strictly followed by the institution . Only for the course run under self finance scheme, recruitment is made by self finance committee of the college and they follow all the norms prescribed by government/UGC.

For the recruitment of Guest Faculties against permanent setup each year government gives detailed guidelines and under these guidelines

Principal appoints guest faculties.

For other administrative purposes different committees are formed which help in smooth running of the college .

File Description	Documents
Paste link for additional information	http://highereducation.cg.gov.in/en/acts-and-rules
Link to Organogram of the institution webpage	https://gdkcbalodabazar.ac.in/Uploads/Organogram %20DKC 2022243064548.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Government Dau Kalyan Arts and Commerce P.G. College, Balodabazar believes in overall development of employees for their better contribution in accomplishing the vision, mission and objectives of the Institute. The Institute offers worthwhile welfare schemes to all the teaching and non-teaching staff to ensure and provide thrust to their working efficiency. As per the norms of Government of Chhattisgarh the following facilities are available to all permanent teaching and non-teaching staff.

1- Faculties appointed in Government of Chhattisgarh before 2005 are eligible for pension benefits on retirement, GPF, gratuity and faculties appointed after 2005 are eligible for NPS system and gratuity.

2. Medical Reimbursement facility is available to all teaching and non teaching staff.

3. Leave Encashment are availed by retiring faculty as per the government norms.

4. PF loans are sanctioned as per Government of Chhattisgarh rules.

5. The Institute provides uniform to non-teaching staff (Class IV employees) 6. Group insurance scheme for teaching and non-teaching staff.

7. Parking facility for vehicles of all the staff members.

8. Clean water for drinking is available.

9. Festival advance is given to class III/IV employees .

File Description	Documents
Paste link for additional information	http://highereducation.cg.gov.in/en/acts-and-rules
Upload any additional information	No File Uploaded

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

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

00

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

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

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

00

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

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

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

09

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

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

For appraisal of teaching and non teaching staff institute follow the guidelines provided by the department of higher education Chhattisgarh. These regulations are based on UGC regulations 2016 and 2018 (amendments are also included).

Each year all teaching staff are asked to fill up a CR and PBAS (performance based appraisal system) form. These forms are evaluated by the head of the institution (Principal) with the help of IQAC and then it is sent to Department of higher education Chhattisgarh for further processing.

Similarly a simple CR evaluation is done by Principal with the help of registrar for class III/IV employees and again sent to department of higher education for further processing.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 accounts of the college budget are audited internally and externally in regular manner. External Audit for Janbhagidaari fund and Self-finance fund was done by College Authorized Chartered accountant (Rohan Agrawal & Associates , Bhatapara). Internal audit is done by internal audit committee .

The academic audit is done by IQAC each year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

00

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

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

The principal , IQAC and purchase committee of the college are monitoring the availability and mobilization of the fund .Generally funds are received from state government, RUSA and Janbhaagidaari committee. the utilization is done in following manner

(1) The essential establishment requirements are completely addressed by the office.

(2) For infrastructure and academic requirement IQAC invites proposal from office ,department head and faculties.

(3) based on the budget required all these proposal are forwarded to state government/RUSA/Janbhaagidaari committee.

(4) Once funds gets allocated purchase commitee floats tender/coatations and after the thorough evaluation work order is allotted to vendor.

(5)based on the feedback from office ,department head and faculties final payments towards completion of work is made.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC of the college is striving hard to enhance the quality of teaching, learning and evaluation and promote the research attitude among the faculty members. Throughout the year, it constantly reviews the academic progress and also monitors infrastructural developments and need for introduction of new relevant courses. As a part of this endeavor, the IQAC has suggested the need for organization of Conference on NEP 2020 and Post NAAC Accreditation. The IQAC has taken initiatives to organize following activities:

(1). Preparation and organization of academic lectures as per Academic Calendar and syllabus.

(2) Uploading college information on AISHE portal.

(3) Publication of annual college Magazine.

(4) Academic audit

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Not applicable in this year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

E. None of the above

**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)**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Safety and security

College operates under a completely secured campus. There is check at the entry point with guard. The campus has 12 CC TV cameras at the entrance gate, corridors and at all sensitive location of the institution.

Women Sexual Harassment Redressal Cell of the college is always active in the campus, under "The Sexual Harassment of Women at Workplace" (Prevention, Prohibition and Redressal). It meets on need basis to address any complaints from students, teaching and nonteaching members and takes necessary action. The college has a zero tolerance policy towards any such transgression.

Anti-Ragging Committee as per U.G.C. guideline Anti-Ragging Committee is formed to make sure that there are no instances of ragging anywhere on campus. Anti-Ragging posters are prominently displayed at all prominent places within the campus with help line numbers prominently displayed.

1. Counselling

The Counselling and Career Development Cell is constituted in the college. The goal of the cell is: To conduct psychometric testing, counselling, vocational guidance and life skill coaching. The cell all-round the year encourages the students to understand themselves, the issue that troubles them and guide them to resolve their problems.

1. Common Rooms

Common room facility is available for the female students with in campus. In girl's common room sanitary pad vending machine is also installed.

1. Any other relevant information

In the respect of women every year International Women's Day is celebrated. For the safety of female students awareness programmes were organised by the college frequently.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdkcbalodabazar.ac.in/Uploads/7.1.1_2024292091453.pdf

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

D. Any 1 of the above

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

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

This initiative was taken in view of the National Mission on Clean & Green Environment followed by Swatch Bharat Abhiyan. In our institution plastic is strictly band, dry and wet waste garbage are separately collected, there is proper collection for waste water. As an institution we take steps in whatever small way we can to support the global cause by initiating few but concrete step towards the goals.

Solid Waste Management

Solid waste is collected from the college each morning by housekeeping staff in separate containers and assembled at the waste yard marked as garbage collection pit at the end of the camps, separate garbage collection bins are kept for dry and laboratories waste. The uses of dust bins are compulsory in the institution. For solid waste management compost pit is made in which all degradable waste is dumped down. The degradable waste is converted into soil manure/fertilizer after processing this manure is used in our own garden are also made available to all staff members.

Liquid Waste Management

For liquid waste management the institution is highly concern towards stopping the wastage of water. Students and staff are encouraged for proper use of water and proper care is taken for the appropriate use of water. Water from wash basin/bathroom is stored in tank which further goes into the soil which helps in the increase the ground water level.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks

B. Any 3 of the above

and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

D. Any 1 of the above

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

<p>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</p>	<p>B. Any 3 of the above</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Government Dau Kalyan Arts & Commerce Postgraduate College is always ready to provide an inclusive environment i.e. tolerance and harmony toward cultural, regional, linguistic, communal socioeconomic and other diversities to fulfil these points in our institution students different religion, race, caste, sex, language, and place of birth

are studying first of all the institution follows the C.G. State Government (Higher Education) Admission Reservation Policy according to which 32% of seats are reserved for Scheduled Tribes, 12% seats are reserved for scheduled Caste, 14% of seats are reserve for Other Backward Classes, 3% seats are reserved for freedom fighter family, 5% seats are reserved for Physical Handicapped and 5% seats are reserved for Kashmir Migrants.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of college for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The college and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali Milan celebration, Holi Milan celebration, New Year celebration, etc. religious ritual activities are performed in the campus.

In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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

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

In Government Dau Kalyan Arts & Commerce Postgraduate College most important emphasise is given to human values and professional ethics. So, first of all the golden words of the preamble of our Constitution is framed on wall of the institution, with an aim to bring JUSTICE, LIBERTY, EQUALITY, FRATERNITY, UNITY OF NATION among the students and employees. National anthem is also framed on the wall of the institution. National Song, State song, and Swami Vivekananda quotes are framed on the wall of the institution.

Constitution of India provides 11 important duties to its citizens

which are known as the Fundamental Duties of the citizen to make the students and employees aware of their fundamental duties. Fundamental duties are also framed on the wall of the institution. For understanding the importance of Constitution every year on 26th November Constitution day is celebrated in the college which is organized by the Law department. Anti-Ragging Act is framed on the wall of the institution so, that students can understand the evil and legal affect of ragging. Employee's code of conduct is strictly followed by our institution. NCC, NSS and Red Cross are available for the students to boost up the national values among themselves and come forward to serve the nation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gdkcbalodabazar.ac.in/Uploads/7.1.9_2024292092252.pdf
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

D. Any 1 of the above

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

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

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day-

Independence Day

Gandhi Jayanti

International Yoga day i

Voters Day

National Youth Day,

December 01

International Women's Day

Several departments are also actively involved in organising events involving students, and staffs:

- 10 December International Human Rights Day by Law Department.
- 26th November Constitution Day by Law Department.
- Hindi Divas by Hindi Department.
- Rajya Dhasha Divas
- National Mathematics Day by Maths Department.
- National Science Day is celebrated.
- NCC Day by NCC
- NSS Day by NSS
- Red Cross Day.

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

7.2 - Best Practices

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

Best Practice

1.School teaching by the students of our institution:

One of the best practice followed by our institution in the session 2022-23, students of M.Sc. went to different schools of Baloda Bazar dist. to teach elements of Basic Science.

List of Schools

1. Government Higher Secondary School Lawan Baloda Bazar
2. Government Higher Secondary School Giraudpuri Baloda Bazar
3. Pt. Chakra Pani ShukalGovernment Higher Secondary School Baloda Bazar
4. Srasawati Shishu Mandir School Lahod Baloda Bazar

2. Garden Developed by students of our institution.

Another best practice practiced by our institution is the garden developed by the master students of Botany. in their garden different types of flowering and non-flowering plants are planted. Along with this plants medicinal plants are collected and planted. by the master students the medicinal values of this plants are given to other students also.

List of some Plants.

S.no

Common name

Botanical name

Family

1.

Areca palm

Dypsis lutescens

Arecaceae

2.

Sadabahar

Catharanthus roseus

Apocynaceae

3.

Marigold

Tagetes erecta

Asteraceae

4.

Ixora

Ixora coccinea

Rubiaceae

5.

Ashoka tree

Saraca asoca

Fabaceae

6.

Croton

Codiaeum varigatum

Euphorbiaceae

7.

Crown of thorn

Euphorbia Milii

Euphorbiaceae

8.

Mangrove lilly

Crinumasiaticum

Amaryllidaceae

9.

Morpankhi

Thuja compacta

cupressaceae

10.

Sago palm

Cycas revolute

cycadaceae

File Description	Documents
Best practices in the Institutional website	https://gdkcbalodabazar.ac.in/Uploads/Best%20Practice%202.0_2024292092353.pdf
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

1. The performance of the institution in one area distinctive to its vision: The college is a co-educational institution situated in an economically backward and rural area of Baloda Bazar district. The college offers under graduate programmes both in Arts, Commerce, Law and Science stream to the aspiring youths of the district. Every year large number of rural students takes admission in different courses offered by the college and the college makes it sure to provide all the basic need-based facilities to students as per the direction of the University and the State Government. The College always aspires to help poor and needy students so that they can overcome their academic hurdles, as an initiative. The college also undertakes several initiatives to sensitize students to gender equity, energy conservation measures, inclusiveness, human values etc. Keeping all these in view, the college organizes several programmes such as lectures, popular talks, workshops, seminars, sports competition, activities under NSS and NCC units. The college always ensures participation of students as well as of the local people in such programmes of the college. So that students and local people can be sensitized to such issues. Besides, local people are allowed to use all the avail facilities of the college such as the playground for running, walking and sports activities for their physical development.

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year_

- Extension of building
- Organising seminars and workshops for different subjects.
- Improving library infrastructure
- Purchasing books for library (UG and PG Students)
- Applying for Research Centre for PG.
- Following NEP

