YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**Bhilai Maitri College**
• Name of the Head of the institution	**Dr. Surekha Vinod Patil**
• Designation	**Principal (in-charge)**
• Does the institution function from its own campus?	**Yes**
• Alternate phone No.	**07882351912**
• Mobile No:	**9329559837**
• Registered e-mail ID (Principal)	**info@bhilaimaitricollege.com**
• Alternate Email ID	**surekhapatil264@gmail.com**
• Address	**Bhilai Maitri College, Risali**
• City/Town	**Bhilai**
• State/UT	**Chhattisgarh**
• Pin Code	**490006**

2.Institutional status

• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**Hemchand Yadav University, Durg**
• Name of the IQAC Co-ordinator/Director	**Dr. Shampa Goswami**
• Phone No.	**9993283536**
• Alternate phone No. (IQAC)	**07882351912**
• Mobile (IQAC)	**9329559837**
• IQAC e-mail address	**bmciqac2021@gmail.com**
• Alternate e-mail address (IQAC)	**bmciqac2021@gmail.com**
3.Website address	**www.bhilaimaitricollege.com**
• Web-link of the AQAR: (Previous Academic Year)	**http://www.bhilaimaitricollege.com/AQAR2019-20.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**http://www.bhilaimaitricollege.com/2020-21.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	–	2007	31/03/2007	30/03/2012
Cycle 2	B	2.79	2014	21/02/2014	20/02/2019

6.Date of Establishment of IQAC	18/08/2008

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Education	Nil	Nil	Nil	0

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**

9.No. of IQAC meetings held during the year	3
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• (Please upload, minutes of meetings and action taken report)	**View File**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Online Lecture series was conducted during the pandemic situation.
Value Added courses
Distributed oxygen cylinder and masks regarding societal needs

Initiated Go green drive
Encourage students by giving them awards in various competition

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 (web link may be provided).

Plan of Action	Achievements/Outcomes
Online Lecture series	Research aspirants benefitted from the new techniques of research
Value Added Course - Yoga week	Participants were benefitted with the meditation technique and usefulness of Asanas
Value Added Course- Computer course	Students were benefitted with computer basics
Personality Development Program	Developed awareness regarding communication skill and the power to build self-confidence and positive attitude, etc.
Programs for development of Ethics and Values	Events like donation camps, health camps and gender sensitization programs will help the students to develop values and ethics through interaction with the society
Inter and Intra collegiate competitions	Various competitions would help to develop team spirit and healthy competitive attitude
Workshops	Workshops will help the trainees with hands on experience

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Managing committee of college	05/08/2020

14. Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	04/02/2020

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

2.Student

2.1 Number of students on roll during the year	826

File Description	**Documents**
Data Template	View File

2.2 Number of seats sanctioned during the year	300

File Description	**Documents**
Data Template	View File

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	392

File Description	**Documents**
Data Template	View File

2.4 Number of outgoing / final year students during the year:	535

File Description	**Documents**
Data Template	View File

2.5Number of graduating students during the year	533

File Description	Documents
Data Template	[View File](#)

2.6 Number of students enrolled during the year	266

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	45L
4.2 Total number of computers on campus for academic purposes	17

5.Teacher

5.1 Number of full-time teachers during the year:	36

File Description	Documents
Data Template	[View File](#)
Data Template	No File Uploaded

5.2 Number of sanctioned posts for the year:	38

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

Bhilai Maitri college follows the curriculum prescribed by Hemchand Yadav University. Our institution implements the B.Ed and M.Ed curriculum of Hemchand Yadav University. The staff under the leadership of the Principal discusses the entire curriculum and prepares the timetable according to each course. One of the senior faculties functions as the coordinator to supervise all practical

activities. Date to complete academic activities (scholastic and Co scholastic) are prefixed and noted in the college calendar by referring to University and government calendars. Teachers are assigned the charge of various activities and the same is informed to the students. The college has a mechanism for delivery and documentation of the curriculum set by the University to achieve the educational, social, and cultural objectives. The process involves a number of specific decisions by the staff committees to determine workload, allocation of work, preparation of timetable, and recruitment. The administration of the institution ensures the availability of qualified teachers before the commencement of every academic year and fills up the vacant position with concerns of management. The IQAC of the institution prepares an academic calendar for the institution highlighting the number of teaching days available in every month of the academic year and suitable times for organizing various co-curricular and extracurricular activities. The principal conducts staff meetings frequently and discusses the progress and functioning of various activities and the minutes of the meeting are noted in the minute book. The Principal communicates the information regarding various events in the college to teachers, students, and administrative staff through the official meeting, notice email, and WhatsApp. The college encourages the faculties to participate in the subject meeting, seminars, and workshops to enrich their experience and knowledge. Flexible timetable, pre-decided schedule for cultural activities, lab work such as computer lab, psychological lab ,library work are other remarkable steps taken by the Institution.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	**View File**
Plan developed for the academic year	**View File**
Plans for mid- course correction wherever needed for the academic year	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni	**B. Any 5 of the above**

File Description	Documents

Data as per Data Template	**View File**
List of persons who participated in the process of in-house curriculum planning	**No File Uploaded**
Meeting notice and minutes of the meeting for in-house curriculum planning	**No File Uploaded**
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers	**B. Any 3 of the Above**

File Description	Documents
Data as per Data Template	**View File**
URL to the page on website where the PLOs and CLOs are listed	**http://www.bhilaimaitricollege.com/ProgramOutcomes.pdf**
Prospectus for the academic year	**View File**
Report and photographs with caption and date of student induction programmes	**View File**
Report and photographs with caption and date of teacher orientation programmes	**View File**

Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

3

File Description	Documents
Data as per Data Template	**View File**
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	**View File**
Academic calendar showing time allotted for optional / electives / pedagogy courses	**View File**
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

2

1.2.2.1 - Number of value-added courses offered during the year

2

File Description	Documents
Data as per Data Template	**View File**
Brochure and Course content along with CLOs of value-added courses	**View File**
Any other relevant information	No File Uploaded

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

440

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

440

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	**View File**

Course completion certificates	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	**All of the above**

File Description	Documents
Data as per Data Template	**View File**
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	**View File**
Document showing teachers' mentoring and assistance to students to avail of self-study courses	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

0

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Certificates / evidences for completing the self-study course(s)	**No File Uploaded**
List of students enrolled and completed in self study course(s)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

The institute has been working on the development of the students. The Institution integrates issues relevant to Gender, Human Values, and Sustainability through Co-Curricular Activities which are carried out by various functionaries of the college.

Environmental values: - The purpose behind making an Eco-friendly Ganesha is to reduce the environmental pollution that is caused by POP Ganesha idols. Eco-friendly Ganesha idols are made from naturally available materials such as clay, husk, leaves paper, or any other biodegradable materials. We consider our alumni to be our assets and ambassadors and we are constantly exploring new ways of engaging with alumni across the world.

Value-added course: - Computer skill helps students to develop their knowledge in the field of computer which bridges the gap between different phases of academic study, and also provide them with additional professional training. Computer skills are a basic requirement for a large number of jobs. So Bhilai Maitri college has organized 15 days online workshop for our trainees. The topic covered basic computers, input-output, software information, MS Office, Excel, and operating system in 15 days. It was a beneficial program for our B.Ed trainees. College conducted one week Yoga Training Program. The main objective behind this observation is to make this ancient practice popular among the present generation of people who are unaware of its benefits. Adopting this practice is believed to provide significant relief from physical ailments and mental tension which plagues our day-to-day life.

Gender Sensitization: - College conducted Speech Competition on "Girl Child Safety". Spread awareness among girls about hygiene.

Human Values: - A visit to a special child school (Pragati Special Children School) on the occasion of the 75th year of Independence Day.

File Description	Documents
List of activities conducted in support of each of the above	**View File**
Documentary evidence in support of the claim	**View File**
Any other relevant information	**No File Uploaded**
Photographs indicating the participation of students, if any	**View File**

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations   International and comparative perspective

The main objective of Teacher Education is to make the teacher trainees aware of the diversity existing in the classroom and also

in the community. In order to exemplify these factors, discussions, seminars, and self-study are encouraged for the teacher trainees. The various subjects in the syllabus highlight some of these aspects focusing on gender differences, curriculum differences, needs of special children. Some programs are also held to develop critical thinking in the students and have a deep understanding of the cause of such differences.

Not limiting the students to the classroom boundaries. The trainees are encouraged to visit villages, Orphan homes, and old age homes which help them to have a deep insight into the community and also develop values and ethics. Bringing the students into the interphase of the practical training program, B.Ed trainees are encouraged to have experience in a variety of schools and deal with the students coming from varying socioeconomic backgrounds and different intellectual abilities. D.Ed trainees are exposed to experience some kind o handling students with some kind of deficit learning and helping them to reach the accepted norm of the school. Trainees also make case study profile of school students and address the inequality. At the postgraduate level, the M.Ed trainees choose various topics for the dissertation encompassing the effect of diversification of socio-economic status, racial backgrounds, gender differences, age-specific differences, and locale. The demographic variables help the trainees to explore the causes and analyze through quantitative and qualitative service.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	No File Uploaded
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

The teacher training program of Bhilai Maitri College adopts a curriculum transaction process imparting knowledge of a subject matter equipping them with pedagogical skills, building the foundation of the teacher-student relationship through various activities. The trainees are acquainted with the various pillars of education. Philosophical, Psychological, Sociological, and Technological, form the bases of education. These aspects are transacted in a variety of ways like seminar presentations, group discussions, debates, and other innovative techniques, making the use of technology. These activities help them build up self-

confidence, and adjustment, and give a sense of satisfaction. The varied experiences also expose the trainees to the different modes of assessing the various dimensions of the students which they implement as a teacher in their training.

Other activities like the celebration of National Festivals, culture-related activities, competitions, and social visits make them realize the importance of values, team spirit, competitive spirit, and empathy making them a responsible teacher for their study.

File Description	Documents
Documentary evidence in support of the claim	**View File**
Any other relevant information	**View File**

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum - semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	Four of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	**View File**
Any other relevant information	**View File**

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected and analysed

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	No File Uploaded
Action taken report of the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	**View File**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

547

2.1.1.1 - Number of students enrolled during the year

281

File Description	Documents
Data as per Data Template	**View File**
Document relating to sanction of intake from university	**No File Uploaded**
Approval letter of NCTE for intake of all programs	**View File**
Approved admission list year-wise/ program-wise	**View File**
Any other relevant information	**No File Uploaded**

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

398

2.1.2.1 - Number of students enrolled from the reserved categories during the year

398

File Description	Documents
Data as per Data Template	**View File**
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	**No File Uploaded**
Final admission list published by the HEI	**View File**
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

0

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Certificate of EWS and Divyangjan	**No File Uploaded**
List of students enrolled from EWS and Divyangjan	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

The college takes every possible measure to assess the learning levels of the student and also provides academic support to them as well as identifies different learning needs of the students. At the time of admission students were provided the prospectus from which they came to know about the curricular and co-curricular activities, rules and regulations and the facilities available in the college. At the beginning of each course, teachers assess the learning levels of the students in the class, their knowledge about the course and accordingly special strategies for advanced learners and slow learners are planned. Remedial classes for slow learners and extra classes are conducted for advanced learners. College also conducted some activities like poster presentation competition, power point presentation, intercollegiate competition, etc. Students were also provided extra books for exam preparation and different competitive exam. After the completion of syllabus, subject classes are also repeated for slow learners and late admissions. Timely feedback is also taken from the students to satisfy their needs as possible.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Documents showing the performance of students at the entry level	No File Uploaded
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs	Six/Five of the above

File Description	Documents
Data as per Data Template	**View File**
Relevant documents highlighting the activities to address the student diversities	**View File**

Reports with seal and signature of Principal	**No File Uploaded**
Photographs with caption and date, if any	**View File**
Any other relevant information	**View File**

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity	**All of the above**

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	**View File**
Reports with seal and signature of the Principal	**No File Uploaded**
Photographs with caption and date	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.2.4 - Student-Mentor ratio for the academic year

1:20

2.2.4.1 - Number of mentors in the Institution

24

File Description	Documents
Data as per Data Template	**View File**
Relevant documents of mentor-mentee activities with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning

Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

To improve students' knowledge as well as skill the teachers combined various modes of teaching and delivering the content to cater the needs of the students in different ways. The teachers adopted student centric modes of learning like group discussions, seminars and social visits etc. these not motivated to the students but also help them to imbibe various values which are an integral part of our life. The pandemic transform face to face teaching to a virtual mode but none the less the students enjoyed the virtual learning mode and acquire new skills. The college provides support to these methods by providing LCD projectors, wifi campus, lab equipments and materials, reference books and other facilities required for organizing workshops, seminars and field visits.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	No File Uploaded
Any other relevant information	No File Uploaded

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

12

File Description	Documents
Data as per Data Template	**View File**
Link to LMS	Nil
Any other relevant information	No File Uploaded

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

600

File Description	Documents
Data as per Data Template	No File Uploaded
Programme wise list of students using ICT support	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	No File Uploaded

2.3.4 - ICT support is used by students in

Five/Six of the above

various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports

File Description	Documents
Data as per Data Template	**View File**
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	**No File Uploaded**
Geo-tagged photographs wherever applicable	**No File Uploaded**
Link of resources used	**Nil**
Any other relevant information	**No File Uploaded**

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

Mentoring is directly and indirectly provided by the teachers to develop various professional attributes in the students like communication, confidence building, leadership qualities, time management, teamwork, empathy, decision making, and positivity which are essential to lead a balanced life further. These attributes are inculcated in the students through routine activities carried out by the students whenever possible in offline mode otherwise the activities were carried out in an online platform. time management and ethics are developed in the morning prayer session where a motivational thought is also delivered by one or two of the students. Everystudent is motivated to come on to the stage to speak out he thought. academic activities like seminars and group discussions help the students develop confidence, leadership and team building. co-curricular activities equip the students with social skills, empathy, and collaborative activities. these activities help the students to manage stress and also deal with life in an effective manner.

File Description	Documents
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures	**Five/Six of the above**

by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global

File Description	Documents
Data as per Data Template	**View File**
Documentary evidence in support of the selected response/s	**View File**
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	**View File**
Any other relevant information	**No File Uploaded**

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

Innovation:- Innovation in dissertation empowers teachers and students to investigate research and utilize all the tools to reveal something new. In lieu of this, the college organized 5-day online lecture series for the M.Ed students and faculty members. College also conducted an online Poster and Slogan competition for environmental awareness. Itincludesadistinctiveway of looking atissuesandunderstandingthem.

Creativity:- learningincludeschallenging, refining andunderstanding by being made to thinkdifficult.Toget itmodernconcept our approachesneed to be creative as well asinventive. In this regard, our College conducted enrichment activities like Eco-friendly Ganesha to instill environmental awareness, and activities like the Rangoli competition conducted for the students regarding water conservation developed a new outlook 'Creativity represents a balance between knowledge and freeing oneself of that knowledge'.

Life Skills:- Education helps to build a society that is outfitted with a creative spark, problem-solving attitude, vital questioning approach, rationalistic individual, decision-making potentialities, excessive stage of sociability, advantageous verbal exchange, and abilities of interpersonal and empathy for tuning in the society. Focusing on these points college organized social visits and activities like 'power of gift giving' which shows our feelings to others without expecting anything in return. It helps to strengthen bonds with family and friends.

File Description	Documents
Documentary evidence in support of the claim	**View File**

Any other relevant information	No File Uploaded

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)	Seven/Eight of the above

File Description	Documents
Data as per Data Template	**View File**
Documentary evidence in support of the selected response/s	No File Uploaded
Reports of activities with video graphic support wherever possibl	No File Uploaded
Any other relevant information	No File Uploaded

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement	Eight /Nine of the above

File Description	Documents
Data as per Data Template	**View File**
Reports and photographs / videos of the activities	No File Uploaded

Attendance sheets of the workshops / activities with seal and signature of the Principal	**No File Uploaded**
Documentary evidence in support of each selected activity	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur' Classroom teaching learning situations along with teacher and peer feedback	**Three of the above**

File Description	Documents
Data as per Data Template	**View File**
Details of the activities carried out during the academic year in respect of each response indicated	**View File**
Any other relevant information	**No File Uploaded**

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales	**All of the above**

File Description	Documents
Data as per Data Template	**View File**
Samples prepared by students for each indicated assessment tool	**No File Uploaded**
Documents showing the different activities for evolving indicated assessment tools	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

All of the above

File Description	Documents
Data as per Data Template	**View File**
Documentary evidence in support of each response selected	**No File Uploaded**
Sample evidence showing the tasks carried out for each of the selected response	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution ofcommunity related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event

Four of the above

File Description	Documents
Data as per Data Template	**View File**
Documentary evidence showing the activities carried out for each of the selected response	**No File Uploaded**
Report of the events organized	**No File Uploaded**
Photographs with caption and date, wherever possible	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.7 - A variety of assignments given and   All of the above

assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study

File Description	Documents
Data as per Data Template	**View File**
Samples of assessed assignments for theory courses of different programmes	**View File**
Any other relevant information	**No File Uploaded**

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Selection/identification of schools for internship participative/on request:

The internship has been presented as an integral component of practice teaching.

Orientation to school principal/teachers: Once the schools are identified, the practice cum internship sessions are planned and developed in discussion with the school staff. Considering the academic calendar of both the school and the college,

Orientation to students going for internship: After training in micro-teaching skills where the students delivered micro lessons among their peer groups under a teacher supervisor. With the help of Alumni, pedagogy-wise model lessons were organized by the college.

Defining the role of teachers of the institution: After the groups are formed, the in charge of the internship program prepares the timetable for trainee teachers.

Streamlining mode/s of assessment of student performance: The supervisors observe lessons delivered by the students and give their remarks

Exposure to a variety of school setups: The head/principal of the practicing teaching schools during the practice teaching sessions provides up-to-date information about the policies and educational needs of the school in general to student teachers.

Although some of the activities could not be conducted due to Covid Pandemic still effort has been made to conduct activities online mode.

File Description	Documents
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**View File**

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

197

File Description	Documents
Data as per Data Template	**No File Uploaded**
Data as per Data Template	**View File**
Plan of teacher engagement in school internship	**View File**
Any other relevant information	**No File Uploaded**

2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities-experience/exposure Preparation of progress reports	**Seven/Eight of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Sample copies for each of selected activities claimed	**No File Uploaded**
School-wise internship reports showing student engagement in activities claimed	**View File**
Wherever the documents are in regional language, provide English translated version	**No File Uploaded**
Any other relevant information	**View File**

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure

optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

Effective monitoring mechanisms during Practice teaching are conducted in various govt. schools.

The in-charges of internship programs approach different govt. schools after taking permission from District Education Officer. The schools are identified and selected on the basis of mutual agreement.

After the groups are formed, the in charge of the internship program prepares the timetable for trainee teachers. They are allotted classes and accordingly prepare a lesson plan and unit plan and deliver one focus lesson in a week in their teaching subjects. These are closely supervised lessons observed by the supervisor of college; peer groups as well as the subject wise mentor of school sit inside the classroom and keep a close watch over the smooth conduct of the lesson as per plan. This also helps in the discipline and delivery of lessons without any disruptions. The observations are entered in the teaching practice notebooks of all students by the supervisor and subject wise mentors giving genuine remarks, highlighting their strengths and weaknesses and suggestions for further improvements and enhancing the quality of lessons delivered by the student teachers.

File Description	Documents
Documentary evidence in support of the response	**View File**
Any other relevant information	No File Uploaded

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* 'Schools' to be read as "TEIs" for PG programmes)	All of the above

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	No File Uploaded
Two filled in sample observation formats for each of the claimed assessors	**View File**
Any other relevant information	No File Uploaded

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include	Five of the above

Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	**View File**
Five filled in formats for each of the aspects claimed	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	**No File Uploaded**
English translation of sanction letter, if it is in regional language	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

3

File Description	Documents
Data as per Data Template	**View File**
Certificates of Doctoral Degree (Ph.D) of the faculty	**View File**
Any other relevant information	**No File Uploaded**

2.5.3 - Number of teaching experience of full time teachers for the during the year

0

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

0

File Description	Documents
Copy of the appointment letters of the fulltime teachers	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1.   In house discussions on current developments and issues in education 2.   Share information with colleagues and with other institutions on policies and regulations

Updating oneself supports and promotes knowledge which develops confidence, which, in turn, helps them perform better. It adds value to the teaching-and-learning process by making it more effective and efficient. This is like a bridge course which is very much essential for all the teachers to upgrade their knowledge and stay tuned to the latest technology or the policies. Teachers attend workshops, online and offline, take up new challenges, and discuss with seniors of other institutions to explore new things.

Discussion sessions were done for NEP2020, and workshop training to get acquainted with the new normal is a part to cite for up-gradation of oneself.

File Description	Documents
Documentary evidence to support the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

The schedules of internal assessments are communicated to students and faculty at the beginning of the semester through the institute academic calendar which is based on the university academic calendar. As per the guidelines of the University, the institute follows reforms that have been carried out effectively conducting CIE like Scheduling Internal examinations, Seating arrangements, and hall invigilators listed for every examination. Preparing the question paper for the internal examination in the prescribed pattern based on the syllabus. Monitoring the attendance of the students for the Examination. Internal Assessment has to be carried out within the stipulated time. Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived at after discussion with faculty and Principal. The evaluation for laboratory courses is assessed in a similar pattern followed for theory courses. For each laboratory session, the student is assessed through viva questions. The evaluation for the project course is assessed based on the following

keys problem formulations, understanding of the project, presentation skills, communication of ideas, technical knowledge, teamwork, and execution. Performance of the students in Internal Assessment is used for Faculties to identify slow and advanced learners in their respective subjects.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	**View File**
Any other relevant information	**No File Uploaded**

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually	**Five of the above**

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	**View File**
Annual Institutional plan of action for internal evaluation	**No File Uploaded**
Details of provisions for improvement and bi-lingual answering	**No File Uploaded**
Documentary evidence for remedial support provided	**No File Uploaded**
Any other relevant information	**View File**

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

There is a committee that is functional and constitutes a number of faculties to look after the solution to the problem faced by the student in particular during the time of examination. The different problems encountered are solved as soon as possible.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The schedules of internal assessments are communicated to students and faculty at the beginning of the semester through the institute academic calendar which is based on the university academic calendar. As per the guidelines of the University, the institute follows reforms that have been carried out effectively conducting CIE like Scheduling Internal examinations, Seating arrangements, and hall invigilators listed for every examination. Preparing the question paper for the internal examination in the prescribed pattern based on the syllabus. Monitoring the attendance of the students for the Examination. Internal Assessment has to be carried out within the stipulated time.

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

2.7.1 The teaching learning process of the institution is aligned with the stated PLOs and

CLOs.

For D.El.Ed

- The trainees conduct various activities for the school students.
- The participation of trainees in various activities gives them the opportunities to express themselves and developed their various phases of their personality.

For B.Ed

- The trainees get acquainted with various techniques of assessment of the students using standardized tests.
- Various activities conducted in the college help the trainees to develop their cognitive and social boundaries.
- The classroom teaching enriched to their life with the skills and experiences.

For M.Ed

- Lecture series and innovative research areas helped the M.Ed students to learn various techniques of conducting research activities.
- Powerpoint presentation enable the students to become techno-friendly..

File Description	Documents

Documentary evidence in support of the claim	**View File**
Any other relevant information	**No File Uploaded**

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	**View File**
Result sheet for each year received from the Affiliating University	**No File Uploaded**
Certified report from the Head of the Institution indicating pass percentage of students program-wise	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

- **The trainees conduct various activities for the school students.**
- **The participation of trainees in various activities gives them the opportunities to express themselves and developed their various phases of their personality.**

For B.Ed

- **The trainees get acquainted with various techniques of assessment of the students using standardized tests.**
- **Various activities conducted in the college help the trainees to develop their cognitive and social boundaries.**
- **The classroom teaching enriched to their life with the skills and experiences.**

For M.Ed

- **Lecture series and innovative research areas helped the M.Ed students to learn various techniques of conducting research activities.**
- **Powerpoint presentation enable the students to become techno-friendly..**

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	**View File**
Any other relevant information	**No File Uploaded**

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

281

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	**View File**
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

The institution adopts an internal mechanism of evaluation using Monday tests, assignments and discussions, and seminars. The model exam marks and other quantitative inputs help to know the achievement. Other activities help to know the behavior change in terms of value which is one of the main aims of the training program. The pedagogical skills are also monitored regularly.

File Description	Documents
Documentary evidence in respect to claim	**View File**
Any other relevant information	**No File Uploaded**

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

Nil

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Sanction letter from the funding agency	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.1.2 - Number of grants received for research projects from government and / or non-

government agencies during the year (INR in Lakhs)

0

File Description	Documents
Sanction letter from the funding agency	**No File Uploaded**
Income Expenditure statements highlighting the research grants received certified by the auditor	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research	**One of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Institutional Policy document detailing scheme of incentives	**No File Uploaded**
Sanction letters of award of incentives	**No File Uploaded**
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	**No File Uploaded**
Documentary evidence for each of the claims	**View File**
Any other relevant information	**No File Uploaded**

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports	**Two of the above**

File Description	Documents
Documentary evidences in support of the claims	**View File**
Details of reports highlighting the claims made by the institution	No File Uploaded
Reports of innovations tried out and ideas incubated	No File Uploaded
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

3.2 - Research Publications

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

17

File Description	Documents
Data as per Data Template	**View File**
First page of the article/journals with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	No File Uploaded

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
• First page of the published book/chapter with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	No File Uploaded
Any other relevant information	No File Uploaded

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

7

File Description	Documents
Data as per Data Template	**No File Uploaded**
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**View File**

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

801

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	**View File**
Report of each outreach activity with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

7

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

0

File Description	Documents
Data as per Data Template	**View File**
Documentary evidence in support of the claim along with photographs with caption and date	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The College has made a noteworthy contribution to the society and environment by making participation to promote College and Community networks. The unit of the college and a team of committed faculty members engage students in the community development programs. Rural India has been facing problems like uncleanliness, unhygienic, and malnutrition conditions. Lack of awareness is noted among the villagers about such problems as health, cleanliness, and diseases. Our college unit works for solving such social problems. College took initiatives like abatement with deforestation and pollution problems the college focused on tree plantation, distributed masks and teaching aids to the school students. Our college Director serves food for the needy people during the covid pandemic period. Spreading awareness on health and instilling a positive attitude and the importance of maintaining hygiene this college distributed sanitary napkins to the women of Thanod village. The awareness regarding health issues for women. The chief guest of this social event was Dr. Mansi Gulati, a well-known gynecologist. These activities among students make a positive impact on health awareness and personal hygiene. Such programs sensitize the student volunteers towards the social issues and takes the challenge of the lesser privileged sections of the society.

File Description	Documents
Relevant documentary evidence for the claim	**View File**
Report of each outreach activity signed by the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Appropriate certificates from the awarding agency	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

1

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

1

File Description	Documents

Data as per Data Template	**No File Uploaded**
List of teachers/students benefited by linkage – exchange and research	**No File Uploaded**
Report of each linkage along with videos/photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

2

File Description	Documents
Data as per Data Template	**No File Uploaded**
Copies of the MoU's with institution / industry/ corporate houses	**View File**
Any other relevant information	**No File Uploaded**

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges	**Three/Four of the above**

File Description	Documents
Data as per Data Template	**View File**
Report of each activities with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –

Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The institution has adequate facilities including a sufficient number of classrooms, labs, auditorium, staff rooms, and hostels to enable all the academic activities smoothly. the campus has a wi-fi facility and also common rooms for the girl students. The sports room has a variety of indoor games.

File Description	Documents
List of physical facilities available for teaching learning	**View File**
Geo-tagged photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

3

File Description	Documents
Data as per Data Template	**View File**
Geo-tagged photographs	**View File**
Link to relevant page on the Institutional website	**Nil**
Any other relevant information	**No File Uploaded**

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

26.6

File Description	Documents
Data as per Data Template	**View File**
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

Library is partially automated. It uses Oracle and was installed in2011

File Description	Documents
Bill for augmentation of library signed by the Principal	**View File**
Web-link to library facilities, if available	**Nil**
Any other relevant information	**No File Uploaded**

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The library has a collection of books, journals, and encyclopedias. It has a reading room where the research scholars can temporarily issue reference books, dissertations, and journals. The library collection also includes the latest national policies for reference. Since this era is moving towards digitalization. The institution also strengthening the e- resources

File Description	Documents
Landing page of the remote access webpage	**No File Uploaded**
Details of users and details of visits/downloads	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases	**Two of the above**

File Description	Documents
Data as per Data template	**View File**
Receipts of subscription /membership to e-resources	**No File Uploaded**
E-copy of the letter of subscription /member ship in the name of institution	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

1.30677

File Description	Documents
Data as per Data Template	**View File**
Income Expenditure statements highlighting the expenditure on purchase of	**No File**

books, journals, e- resources with seal and signature of both the Principal and Chartered Accountant	**Uploaded**
Any other relevant information	**No File Uploaded**

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

317

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	**View File**
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	**Nil**
Any other relevant information	**View File**

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education – general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College	**One of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

ICT facilities are regularly updated. The date of recent updation is 18/09/2020 . Bhilai Maitri college has two internet connections BSNL fiber and JIO with free Wi-Fi facility. A separate internet connection is available for the college office. All official work is done using ERP- software and Tally 7.2. The college has a dynamic website that provides necessary information regarding the college.

Our institution has 3 ICT-enabled halls and 1 smart classroom. Free Wi-Fi is installed in the entire college for all students and staff members.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	**View File**
Any other relevant information	**No File Uploaded**

4.3.2 - Student – Computer ratio during the academic year

6:1

File Description	Documents
Data as per data template	**No File Uploaded**
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:	**D. 50 MBPS – 250MBPS**
4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit	**One of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Link to videos of the e-content development facilities	**Nil**
List the equipment purchased for claimed facilities along with the relevant bills	**No File Uploaded**
Link to the e-content developed by the faculty of the institution	**Nil**
Any other relevant information	**No File Uploaded**

4.4 - Maintenance of Campus and Infrastructure

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

1.23

File Description	Documents
Data as per Data Template	**View File**
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.are in place
Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

The infrastructure of the college is well maintained to draw maximum benefit out of them. IQAC and other committees ensure that only needed infrastructure is added on and at every level, care is taken to check on the purchase of equipment for the institution our institution has a well-developed psychology laboratory consisting of more than 200 tests including performance tests and paper-pencil test faculty and research scholar utilize this laboratory and can issue the tools available here with the permission of laboratory in charge. The computer lab of our institution is also well equipped with internet connectivity and the classrooms of the Institution are equipped adequately and well furnished with technology supplemented through LCD. Seminar workshops and community-related programs are conducted in the seminar hall. Maintenance pertaining to infrastructures such as buildings, classrooms, furniture, fixtures electrical fittings, and plumbing are recorded in the maintenance register which is available in the office. The principal formulates a committee for stock verification for all classrooms, all laboratories, and library, and offices at the end of the year to verify the stock position and monitor the maintenance.

File Description	Documents
Appropriate link(s) on the institutional website	**http://www.bhilaimaitricollege.com/**
Any other relevant information	**View File**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill	Five fo the above

enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning

File Description	Documents
Data as per Data Template	**View File**
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	**View File**
Sample feedback sheets from the students participating in each of the initiative	**No File Uploaded**
Photographs with date and caption for each initiative	**View File**
Any other relevant information	**No File Uploaded**

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable	**Nine or more of the above**

File Description	Documents
Geo-tagged photographs	**View File**
Any other relevant information	**No File Uploaded**

5.1.3 - 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
Data as per Data Template for the applicable options	**View File**

Institutional guidelines for students' grievance redressal	**No File Uploaded**
Composition of the student grievance redressal committee including sexual harassment and ragging	**No File Uploaded**
Samples of grievance submitted offline	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	**Four of the above**

File Description	Documents
Data as per Data template	**View File**
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	**No File Uploaded**
Report of the Placement Cell	**View File**
Any other relevant information	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
234	**200**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Reports of Placement Cell for during the year	**View File**
Appointment letters of 10 percent graduates for each year	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

16

File Description	Documents
Data as per Data Template	**No File Uploaded**
Details of graduating students and their progression to higher education with seal and signature of the principal	**View File**
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

4

File Description	Documents
Data as per Data Template	**No File Uploaded**
Copy of certificates for qualifying in the state/national examination	**No File Uploaded**
Any other relevant information	**View File**

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

Student Council is an important representative group that acts as a bridge between the students and faculty working for the benefit of students and also helping in the enhancement of quality education. Class representatives are elected through voting every year. Cultural charge and discipline in charge and sports in charge are also a part of the council for smooth functioning of activities. The Council plays an active role in the organization of various events in the college. They also suggest for the programs be conducted in the college. The council members help in the admission process and play an active role in teachers' day, national festivals and freshers, and farewell get-togethers. The council takes care of the various grievances of the students and put them forward in the meetings.

File Description	Documents
Copy of constitution of student council signed by the Principal	**View File**

List of students represented on different bodies of the Institution signed by the Principal	**View File**
Documentary evidence for alumni role in institution functioning and for student welfare	**View File**
Any other relevant information	**No File Uploaded**

5.3.2 - Number of sports and cultural events organized at the institution during the year

6

File Description	Documents
Data as per Data Template	**No File Uploaded**
Reports of the events along with the photographs with captions and dates	**View File**
Copy of circular / brochure indicating such kind of events	**No File Uploaded**
Any other relevant information	**View File**

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution   Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Since the last past few years we have been collecting detailed information of our student who later on become alumni members .We undertake periodic survey to know their current job profile, higher education status and information for any other engagement .We maintain proper record of the same. We also contact them and share invitation and information for important college events and programs The Alumni Association of Bhilai Maitri college has extended their support for the smooth functioning of the academic in the following ways : lending their expertise in acadamic areas ,serving as resource person for seminar , symposium and workshop . Feedback from alumni has facilitated the assessment of academic and administrative potentialities of Institution . It adds faculty and non teaching staff for initiating appropriate measures to enhance the academic standards as well as the growth and development of Institution.

File Description	Documents
Details of office bearers and members of alumni association	**View File**
Certificate of registration of Alumni Association, if registered	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support

All of the above

File Description	Documents
Documentary evidence for the selected claim	**View File**
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	No File Uploaded
Any other relevant information.	No File Uploaded

5.4.3 - Number of meetings of Alumni Association held during the year

1

File Description	Documents
Data as per Data Template	**View File**
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	No File Uploaded
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

The alumni association is formed and they act as a support system for the enhancement of the institution. They participate in various activities connected in the institution and also act as resource persons for conducting activities. The students come for model teaching and also extend their hand to organize outreach activities for the institution.

File Description	Documents
Documentary evidence in support of the claim	**View File**
Any other relevant information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

Vision & Mission

Vision

To be a leader in Educational Services

Mission

• To provide best available educational services to all who seek admission at Bhilai Maitri College. • Striving continuously to provide quality teacher training. • To carry out teaching and training programs for aspirants as per the norms and standards set by the control bodies such as NCTE and SCERT. • To effectively execute various activities under the academic, social responsibility of Bhilai Maitri College.

File Description	Documents
Vision and Mission statements of the institution	**View File**
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	**No File Uploaded**
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

The success of an institution is the result of co -ordinated efforts of all who work togethers up keeping the vision of the institution. Starting on the management Committee ,Principal , faculty and students all stakeholders have a role to play in the building of the institution .Our institution focuses on decentralization by extending equal opportunities to all in the functioning of Institution . Principal works with various committees comprising faculty members . The governing body finalizes all the outcomes and decision taken .The institution follows a decentralized and participatory mode of the decision making for effective management . Members of administrative staff are also members of various

committees . The college excel in almost every field whether it is leadership acadamics or curricular activities . The college has very systematic procedures to practice decentralization and participative leadership in every field . The college has active participation and enhancing personality of the students through various activities that help them groom out with a positive impact.

File Description	Documents
Relevant documents to indicate decentralization and participative management	No File Uploaded
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

Administration Technology is utilized in office administration for maintaining documents in a systematic way. The E-governance had been implemented in the case of staff attendance, student attendance, curriculum transaction, official communication to teacher-student alumni, and other agencies such as NAAC, NCERT, and UGC.

Finance and Accounts The college accountant maintains the account of income and expenditure and the details of finance and accounts electronically. The college has a fully computerized office. The finance committee checks if necessary formalities have been observed in incurring expenses. The annual budget is meticulously prepared using Tally software which helps to streamline the budget under the different heads Such as College accounts, examination accounts, and so on. Student Admission and Support. The process of admission of students to the college is done digitally.

Examination In the case of examination the process of internal continuous evaluation being a non -autonomous college had been done with the help of electronic devices. The e-governance is involved in communicating the schedule of internal continuous evaluation, examination committee receiving and printing of question papers, maintenance of continuous internal evaluation marks, and transferring the CIE marks to the affiliated university for the further process has been done electronically.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	No File Uploaded
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

Research and Development

The faculty members are encouraged to publish their research papers and articles in reputed research journals and national and International journals .The faculty members are encouraged to participate in various workshops and seminars related to their research topics.

Examination and Evaluation Monday test for the students. Test and retest for low achievers. Model exams are conducted and the results are used to guide the students. Teachers have full freedom to use various techniques of evaluation.

Teaching and Learning The teaching learning process of the students are under the continuous supervision of the Principal and head of department. Head of department and all subject teachers are responsible for effective teaching learning process.

Curriculum Development The college administration has been brought under the purview of total egovernance. Academic transaction implement the use of technology for interactive classroom interaction.

Admission of Students Students are admitted according to the norms of NCTE and Durg University (For M.Ed|). According to the eligibility criterion of SCERT (For D.Ed and B.ED).

Human Resource Management The management adopts the policy of recruiting teachers as per the guidelines prescribed by NCTE and University.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	Nil
Documentary evidence in support of the claim	No File Uploaded
Any other relevant 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. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

The college administration has been brought under the purview of total e-governance. The annual plan and the development of academic year 19-20 had been discussed and digitalized for implementation with the scope of modification. Planning and evaluation committee meets to envision and articulate prospective plans for the development and growth of Institution. Academic transaction

implements the use of Technology for interactive classroom interaction and for keeping the quality of academic standards of the Institution. Use of e-governance in the areas of Planning and development are as follows: WhatsApp Groups for all staff and student for communication, college email and website for the better communication, setup virtual learning through college WhatsApp group , online best practices of college is on website optimum utilization of website.

File Description	Documents
Link to organogram on the institutional website	**Nil**
Documentary evidence in support of the claim	**View File**
Any other relevant information	**No File Uploaded**

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students	**Five/Six of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Screen shots of user interfaces of each module	**No File Uploaded**
Annual e-governance report	**No File Uploaded**
Geo-tagged photographs	**No File Uploaded**
Any other relevant information	**View File**

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

The placement committee hold a campus drive every year where trainees from all colleges of Chhattisgarh participate.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	**No File Uploaded**
Action taken report with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**View File**

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is

in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

College provided welfare measuresfor teaching staff like Loan facilities, medical assistance, and maternity leave. Whereas for the non-teaching staff Loan facility, medical assistance, free education to their wards andPFmeasures provided .and for students Book bank facility is there.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document on providing financial support to teachers	No File Uploaded
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	No File Uploaded
Any other relevant information	No File Uploaded

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

1

File Description	Documents
Data as per Data Template	No File Uploaded
Brochures / Reports along with Photographs with date and caption	View File

List of participants of each programme	No File Uploaded
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

11

File Description	Documents
Data as per Data Template	**View File**
Copy of Course completion certificates	**View File**
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The Principal appraises the teaching staff at the end of the session. The performance appraisal is constru ctive and motivates to attend maximum potential to increase the efficacy of the institution.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	No File Uploaded
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The institution has an external audit mechanism. Audits reports are available in the college.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	No File Uploaded
List of audit objections and their compliance with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

0

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support the teaching-learning process. The financial audit is done taking into account all the units of the institution.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

IQAC takes initiative to assure quality enhancement in various perspective of education. It conducts various programs in the college and prepares reports needed for submission to various higher institutions. Also obtain feed back from the students parents ,alumni and helps to develop further in various aspects. It organises inter college and intra college activities based on quality related issues and also ensure that culture is a part of the training program . It plays an important role by taking into consideration the role of various committees for smoothfunctioning of the institution

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

IQAC ensures that the transfer of knowledge is done using various techniques of teaching . This helps to cater to the differential needs of students.It also helps to identify the weak and high achievers and guides them appropriately to harness the innate talent. The evaluation is carried out throughout the year through various activities and also academic aspect on the basis of monday tests,assignments ,seminars and discussions.Various committees are formed to decentralise the work and proper functioning of the institution. It also arranges various activities to develop values inthe students.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

7

File Description	Documents
Data as per Data Template	**View File**
Report of the work done by IQAC or other quality mechanisms	**No File Uploaded**
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	**No File Uploaded**
Any other relevant information	**View File**

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit	**Two of the above**

(AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF

File Description	Documents
Data as per Data Template	No File Uploaded
Link to the minutes of the meeting of IQAC	**http://www.bhilaimaitricollege.com/iqac.php**
Link to Annual Quality Assurance Reports (AQAR) of IQAC	**http://www.bhilaimaitricollege.com/AQAR.php**
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded
e-Copies of the accreditations and certifications	No File Uploaded
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

Number of research guides enrolled has increased in number after the second accreditation

Techno friendly methods of teaching are adopted in teaching learning process

File Description	Documents
Relevant documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's

energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Bhilai Maitri College has a policy outline to help develop the campus as well as facilitate the environmental and societal benefits. It regularly helps to plan and design the campus as per the requirement. LED bulbs are there to make utilize the energy in an efficient way. Rainwater harvesting is done for water management.

File Description	Documents
Institution's energy policy document	**View File**
Any other relevant information	**View File**

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

The college strives to generate minimal waste and tries to reduce the use of plastic. The college has dustbins at every corner which then is collected by the Municipal Corporation. The use of pesticides is generally replaced by organic manure. composting is also a practice. Computers when damaged are replaced with new ones. The hazardous waste from the diesel and generators are safely disposed of.

File Description	Documents
Documentary evidence in support of the claim	**View File**
Any other relevant information	No File Uploaded

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant	Four of the above

File Description	Documents
Documentary evidence in support of each selected response	**View File**
Geo-tagged photographs	**View File**
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	**View File**

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage	All of the above

File Description	Documents

Income Expenditure statement highlighting the specific components	**No File Uploaded**
Documentary evidence in support of the claim	**View File**
Geo-tagged photographs	**View File**
Any other relevant information	**No File Uploaded**

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

The institution is committed to maintain a clean environment. Paper waste are sold to vendors for recycling.Damaged furniture is repaired or returned back to the manufacturer.Wastes are collected and the waste material is then collected by the municipal corporation.The campus is smoke free. Students vehicles are not allowed to enter into the campus area.Plantation drives are done regularly to have a clean and green campus. Saplings are given as a token to the guests who visit our college.Potted plants are kept in the corridor to have a green environment.The college avoids the use of plastics.Green Audit is done by the ecoclub members.

File Description	Documents
Documents and/or photographs in support of the claim	**View File**
Any other relevant information	**No File Uploaded**

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants	**Four of the above**

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	**View File**
Circulars and relevant policy papers for the claims made	**No File Uploaded**
Snap shots and documents related to exclusive software packages used for paperless office	**No File Uploaded**
Income- Expenditure statement highlighting the specific components	**No File Uploaded**

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

.5

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statement on green initiatives, energy and waste management	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

The institution organises activities wherein resource person from the nearby colleges are invited for talks.Local festivals are celebrated with great enthusiasm. Activities on chattisgarhi dance and culture are arranged.

File Description	Documents
Documentary evidence in support of the claim	**View File**
Any other relevant information	No File Uploaded

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	**B. Any 3 of the above**

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	**View File**
Web-Link to the Code of Conduct displayed on the institution's website	No File Uploaded
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	No File Uploaded
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded

| Any other relevant information | **No File Uploaded** |

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

1.Title of the practice: Maitri always with you Objective of the practice: Spread awareness about hygiene and healthy menstrual health among girls. To raise awareness and fastest education on various issues relating to them. Context: In the Indian context ,the rural girls face a number of problems during their menstrual period .They are faced with hormonal changes and struggle to get favourable choices. Bhilai Maitri College organises camps wherein gynecologist Dr.Gulati focuses on maintenance of proper hygiene and health. The Practice: As a part of training program the students are encouraged to form groups and help these section by arranging check up camps taking the assistance of Dr.Gulatiand distributed sanitary pads . This year these students chose village Dhanod where the trainees distributed sanitary pads to the girls and highlighted the importance of good hygiene.

2. Title of the practice:Maitri instills culture and values

Objective : To explore the trainees their skills and exhibit traditional handicrafts and food items in exhibition

Context: A small amount of profit to be contributed to the welfare fund.

Practice: Exhibition is held in the campus during the festive season which motivates them to also take it as a startup.

File Description	Documents
Photos related to two best practices of the Institution	**View File**
Any other relevant information	**View File**

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

The college empasizes on all round development programs of students which includes enhancement of talent, inculcation of ethics through social visits to old age homes and divyanggan.In the field of TL process. During the covid pandemic, the teachers got oppurtunity to learn on line teaching learning platforms. These methods were helpful to equip them with new technique. The college also

celebrates environmental day, saraswati puja and national festivals in the campus.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	**View File**
Any other relevant information	**No File Uploaded**