



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GURUKUL MAHILA MAHAVIDYALAYA

GURUKUL PARISAR, KALIBADI ROAD

492001

www.gmm.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Gurukul Mahila Mahavidyalaya was founded by Late Dr. Arun Kumar Sen founder president of Bhatkhande Lalitkala Shiksha Samiti in 2001 with foresightedness and modern vision of promoting IT education to girls. The institution was started with 40 students in Science, Commerce and Computer stream. Growth rate is evident through admission number as the institution is catering to the needs of girls belonging to disadvantaged and deprived sections of both rural and urban areas in and around Raipur. The institution is affiliated to Pt. Ravishankar Shukla University, Raipur and approved by Dept. of Higher Education, Chhattisgarh Government and recognized under 2(f) and 12(b).

With the utmost support and broad vision of managing committee the unconditional dedication of teaching and non-teaching staff, “Gurukul” has achieved its vision of self-reliance through education with 1100 students in 2021. So continuously paving ways to the holistic development to the girls, making them self-sufficient to discharge the social responsibility in all direction. Institute is providing education in science with Biology, Maths, Computer, Commerce and Professional Course BCA up to graduation level. The institution has PGDCA and M.Com as post-graduation programs.

Institute has a unit of NSS with 100 volunteers performing social awareness activities around the year. Arun Kumar Sen Smriti Granthalaya is reflection of modern approach for library with approximate 5000 books in hard copy and N-LIST, OPAC, SOUL as digital facility. Institute has 2 auditoriums “Gurukul Prekshagrih” and “Rangmandir” with seating capacity of 300 and 800 students respectively.

A huge open air stage ‘**Arun Manch**’ a resource for organizing cultural activities, institute has well equipped computer labs with required licensed software and LAN connectivity. A playground available in premises to cater the need of physical activities. The college has to its credit of participating and organizing sector, inter sector, inter college and state level sports tournament and securing positions in these tournaments. Well qualified staff is involved in the process of teaching to inculcate value education in ethics to them. The managing committee and governing body with their dynamic outlook and vision hand in hand share the dream of taking institute to the zenith.

Vision

We the Management, Administration, Teaching and Non-Teaching Staff are working together with a vision of providing educational excellence and inculcating ethical and moral values to students so that they should flourish intellectually strong, socially responsible to contribute vital part in building of developed society and nation.

Mission

1. Transforming students through development of various skills with curriculum.
2. Making them sensible towards society.
3. Promoting them for higher studies, research, entrepreneurship and projects.

4. Various activities to nurture them to face the future responsibilities.
5. To inculcate strong values combining with academics and extra-curricular activities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Mahavidyalaya is located in the heart of the capital city of Chhattisgarh state.
2. It is spread over 2 acres with red brick buildings amidst sprawling lawns and trees.
3. It is very well connected with the local bus stop (Kalibadi), located next to the Women Police Station and adjacent to the District Hospital, Raipur.
4. It has permanent affiliation for B.Com and B.Sc (Biology).
5. Adequate number of classrooms.
6. Well-equipped labs.
7. Library with sufficient number of books and automation facility.
8. Well qualified teachers working passionately and selflessly.
9. Student progression for higher education.
10. Non interfering and humanitarian attitude of managing committee.
11. Transparent mechanism of admission, scholarship and finance.
12. Grant for salary and allowances from state government for regular teaching and non-teaching staff.
13. Clean building and campus.
14. Environmental friendly campus.
15. Courteous and congenial work culture.

Institutional Weakness

1. Restriction for infrastructural expansion.
2. Inadequate bond with industrial sector.
3. Absence from faculty and student exchange program.
4. Research work.
5. Inadequate physical and human resources for Research Centre.

Institutional Opportunity

1. To start post-graduation program in science stream.
2. To appoint regular teachers in all subjects.
3. To get affiliation for research Centre.
4. Initiation to receive grants form registered bodies.
5. To promote for publication in referred Journals and organize national levels of seminars and conference.

Institutional Challenge

1. Active involvement of alumni's.
2. Organizing placement / campus drive.

3. Completion of admission.
4. Frequent migration of students in mid-session.
5. To execute MOUs with industrial and social sectors.
6. Admission of students from other state.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Gurukul Mahila Mahavidyalaya is affiliated to Pt. Ravishankar Shukla University Raipur (C.G.).
- The institution prepares its academic calendar in accordance with the academic calendar of university and follows the syllabus prescribed by university.
- The institution prepares time table for completion of syllabus within time.
- Departments prepare their own academic calendar/planner for completion of syllabus within stipulated time frame.
- Theory and practical classes are scheduled regularly for completion of prescribed curriculum.
- Well qualified teachers follow traditional as well as ICT based methods for teaching.
- Around the year co-curricular and extra-curricular activities are scheduled for imparting practical experience.
- Some regular teachers are members of Board of Studies of university who plans syllabus, setting of question papers, preparation of panel of examiner.
- Activities related to gender equality, human values, environmental sustainability are constantly and continuously organized by institution to inculcate values in students.

Teaching-learning and Evaluation

- As institution is affiliated to Pt. Ravishankar Shukla University it follows the admission procedure and guidelines of university and higher education.
- Commencement of classes is also announced as per direction of university.
- Slow and advanced learner are placed together in classroom to make them learn sense of equality.
- Slow learners are given extra guidance and personal counseling by teachers as per their need and demand.
- Orientation program is conducted for fresher's to communicate code of conduct and general administration of college.
- Seminars, workshops, tests, internal exam, field trips are scheduled to promote experiential and participative learning.
- Cultural and literary activities are organized for widening the range of participative learning.
- ICT tools are used by teachers to promote e-learning.
- Notices related to admission, commencement of class, conduction of class test, internal exams, cultural activities are communicated to students through SMS, WhatsApp and display in notice board.
- Website of college updated with notices of curricular, co-curricular and extra-curricular activities.

Research, Innovations and Extension

- College is not a research centre so our research activities are less but we have another activities to

promote students towards research.

- At present 13 teachers are awarded with Ph.D. and 4 are registered for Ph.D .institute promote teachers for research by giving permission to register and by providing leave facility to pursue their work.
- Departments organise workshops and seminars and lectures to promote students for research activities and to create interest.
- Teachers promote students to prepare PPT presentations . This helps students to understand the topic .
- The college has NSS unit that works for extension activities like community awareness related to AIDS BLOOD DONATION PLANTATION CLEANLINESS
- College had conducted many extension and outreach programs and participated in swacchhta Abhiyan and save environment and so many other programs like this.

Infrastructure and Learning Resources

- The college has good infrastructure and learning resources including traditional classrooms ICT enabled classrooms, seminar halls, laboratories, computer lab, and other support facilities like clerical office accounts section scholarship section auditorium open stage sports ground and a well furnished air conditioned library and canteen.
- The College has wifi with speed of 200 mbps that covers all floors.
- The learning resources like INFLIBNET, e-journals, e-books,, are available in the library. The library is partially automated which houses a sufficient number of books in all disciplines, the collection of rare books, e- journals etc.
- Budget for infrastructure, library and other learning resources is earmarked annually based on the recommendations of respective committees constituted for upgrading, maintaining, and utilizing physical, academic and support facilities.
- The college also has the substantial infrastructure required for sports activities like kabbadi kho kho and yoga and many more games.
- RO drinking water facility is made available in all floors to provide safe drinking water.
- Whole building is fully aerated and properly lighted.

Student Support and Progression

- The institute extensively supports the education and further progression in the careers of its students. The students are made aware of the Central and the State Governments scholarship schemes allotted for them.
- Students have active participation in various college committees like Library Committee, Sports Committee etc.
- The students have received awards/medals in State/National/International level tournaments in various sports events.
- The student's council is constituted as per the rules and regulations laid down by Pt Ravishankar Shukla University, Raipur in accordance with the State Govt. norms.
- NSS unit executes programs for community development and societal involvement. This helps the students in realizing their responsibilities and sensitizing others towards nation building.
- The students are encouraged to participate in programs that are meant for enhancing their soft skills, computer proficiency and ICT expertise. Each department conducts various programs to enhance the students skills throughout the session.

- The institute encourages the students to pursue higher studies. This is evident by the increasing number of students going for higher studies.
- The institute regularly organizes sports, cultural and extra-curricular activities.
- The institute tries to engage students in the participative management through committees like, committee against sexual harassment, student council, student union, college development cell, eco club, NSS and NCC.
- The institute has a registered alumni association. The student alumni interaction is promoted in the institute through Alumini Meet.
- The mentor-mentee scheme creates strong bondage between the student and the teacher.

Governance, Leadership and Management

- The Vision, Mission and Objectives of the institution reflect the nature of governance and management of the institution. The governance of the institution is carried out with the support of Governing Body, College Council and IQAC.
- The institution is headed by the principal, however, the decisions related to the interests of the college are taken collectively by the staff-council.
- The College promotes a culture of decentralization and participative management through various academic and administrative committees. The College has constituted different cells and committees for the successful implementation of the resolutions.
- Principal with the support of Vice Principal, Heads of the departments and various committees participate in decision-making which creates a comfortable working environment for all. Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment and aptitude to meet the institutional objectives.
- The college management caters to the need of every department.
- The college uses e-governance tools for managing finances, admissions, examinations and administration of the institution.
- The college translates its vision and mission through programs and activities such as NCC, NSS, Soft Skills Development Program, Welfare Schemes, Sports, Career Guidance, etc.

Institutional Values and Best Practices

- Every year the college organizes gender equality promotion programs, emphasizing women empowerment, self-protection, laws for women's, improvement of mental health, cyber law etc.
- The college is very much keen in maintaining the community engagement. It organizes several community activities with the collaboration of several organizations for the development of the society. In addition, the spirit of national integrity is instilled among students by organizing national festivals .
- The college organizes activities such as Swachh Bharat Abhiyan, International women's day, Blood donation camps etc. for the promotion of universal values, human values, and national integration.
- Classrooms are well ventilated with proper sunlight to provide better learning environment and promote "Save Energy Campaign". Steps are taken to save energy through use of LED bulbs, and power saving fans.
- The college maintains complete transparency in its financial, academic and auxiliary functions by a participative mechanism.
- The college has maintained its distinctiveness with its vision and mission. Being a women's college, the activities organized in the college are women oriented.

- Professional ethics and Code of Conduct are mentioned in its prospectus and on the website.
- The College is well maintained with number of trees, herbs and shrubs.
- Well maintained rain harvesting system.
- Good number of students and staff are actively involved in the activities of the Green Army (A non profitable N.G.O)
- Maintenance of solar system.
- Maintenance of Sanitary Napkin Machine and its burning unit.

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GURUKUL MAHILA MAHAVIDYALAYA
Address	Gurukul Parisar, Kalibadi Road
City	Raipur
State	Chhattisgarh
Pin	492001
Website	www.gmm.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sandhya Gupta	0771-4053443	9893400938	-	naacgurukul@gmail.com
IQAC / CIQA coordinator	Aditi Joshi	0771-	9826697924	-	aditijoshi2479@gmail.com

Status of the Institution	
Institution Status	Private , Grant-in-aid and Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	30-06-2001

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chhattisgarh	Pt. Ravishankar Shukla University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	12-08-2014	View Document
12B of UGC	27-02-2016	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Gurukul Parisar, Kalibadi Road	Urban	1.64	2700

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom, Department Of Commerce	36	Higher Secondary	English,Hindi	200	164
UG	BSc, Department Of Science	36	Higher Secondary	English,Hindi	50	50
UG	BSc, Department Of Science	36	Higher Secondary	English,Hindi	50	44
UG	BSc, Department Of Science	36	Higher Secondary	English,Hindi	50	23
UG	BCA, Department Of Computer	36	Higher Secondary	English,Hindi	30	10
PG	MCom, Department Of Commerce	24	Graduation	English,Hindi	30	30
PG Diploma recognised by statutory authority including university	PGDCA, Department Of Computer	12	Graduation	English,Hindi	60	60

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				28			
Recruited	0	0	0	0	0	0	0	0	1	23	0	24
Yet to Recruit	0				0				4			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				11
Recruited	9	2	0	11
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	11	0	12
M.Phil.	0	0	0	0	0	0	0	4	0	4
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	14	0	14
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	861	0	0	0	861
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	50	0	0	0	50
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	60	0	0	0	60
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	11	0	0	0	11
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	89	65	95	85
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	46	35	46	55
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	565	585	641	683
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	310	308	346	372
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1010	993	1128	1195

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The vision of National Education Policy (NEP) is to provide high quality education to develop the human resources in our nation as global citizen is well known to our institute. The institute is affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.) and all initiatives will be according to direction of affiliating university. We can say that institute is pro-actively working toward implementation of the NEP.
2. Academic bank of credits (ABC):	Being affiliated institute marksheets and awards are issued by Pt. Ravishankar Shukla University, Raipur (C.G.). We are taking steps to register maximum number of students in NAD portal for the availability of documents.

3. Skill development:	Being Girls college necessity of skill development is known to institute. Regular activities related to skill development as Rangoli, Mehendi, Best out of Waste, Hair Style, Bonzai Training etc. are organized regularly. Projects are also allotted to students as fulfilment of curriculum to this direction.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Hindi is compulsory subject at graduation level which help students to understand the national language. Many activities as Hindi Diwas Celebration, Slogan Competition, Recitation Competition are organized to promote knowledge of Indian Language. Whatever initiative will be allotted by affiliating university, the institute will pro-actively follow that.
5. Focus on Outcome based education (OBE):	Curriculum is designed by affiliating university so whatever initiatives will be taken by university we will follow that. At present Environmental Studies is taught to students to understand environmental and social well-being of the nation.
6. Distance education/online education:	Due to COVID-19 pandemic keeping aside the negative impact of lack of face-to-face learning online teaching methodology are adopted by institute. Through Google Meet the institute has conducted hybrid and online classes for 02 years. Faculties are encouraged to join SWAYAM, MOOCS to promote blended learning system. Faculties have uploaded lectures in YouTube channel.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0153	152	151	150	150
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
07	7	7	7	7

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01003	972	1091	1144	1044
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0310	310	301	287	301

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0411	375	428	423	341

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	26	26	26	26

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
028	28	28	28	28

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 17

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
016.33	61.92	31.59	42.41	35.71

4.3

Number of Computers

Response: 59

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Gurukul Mahila Mahavidyalaya is girl's college affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.). So we follow the prescribed syllabus of university in accordance with the academic calendar declared by Dept. of Higher Education. We ensure effective curriculum delivery through following planned and documented processes.

1. In the beginning of academic year Higher Education Department of Chhattisgarh and University shares the academic calendar and for the effective curriculum delivery college prepare its own academic calendar (department wise), to complete the prescribed syllabus within scheduled time frame.
2. The academic calendar includes regular classes, unit tests, assignments, projects, seminars, workshops, internal exams with co-curricular activities.
3. Various committees and councils are formed for effective implementation of academic calendar.
4. HODs prepare their departmental time table by taking care of work load for each subject as prescribed by university in syllabus.
5. Theory and practical classes are mentioned in time table and held accordingly.
6. Time table is displayed on Notice Board as well as shares with the students through ICT tools.
7. Teachers strictly follows the academic calendar and time table for effective curriculum delivery.
8. Attendance registers and daily diaries are maintained by individual teachers and checked by HODs and Principal.
9. Conventional classroom teaching is blended with reasonable use of ICT tools.
10. PDF of notes, video lectures, presentations are prepared by teachers to supplement the academic needs of students.
11. Multimedia classes, YouTube assisted learning methods are frequently used specially during the pandemic period COVID-19 for effective teaching.
12. Online classes were conducted on google meet for timely completion of curriculum during pandemic.
13. Departments organize expert lectures, seminars, PPT presentations, field trips, industrial visits in a well-planned manner to supplement teaching.
14. College administration keeps a vigilant eye on admission, attendance, internal assessments, results and overall discipline of college for quality enhancement.
15. College has a rich library with adequate books with e-resources of N-List facility and implemented automation facility through SOUL & Web OPAC.
16. Departments have their own departmental library for continues learning, various academic preparations and references.
17. Cultural committee organizes welcome party, farewell party, annual function and various cultural activities for the holistic development of students.
18. Feedback on teachers, infrastructure, administrative manner is collected and analyzed from

students.

Information's related to admission, exam, scholarship, cultural activities are shared with students and parents through SMS and WhatsApp tools.

File Description	Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Gurukul Mahila Mahavidyalaya established in 2001 is the first girls IT college of newly formed Chhattisgarh State. The institution was started with 44 students. At present 982 students are studying in the college. This progress is possible because of the curricular and co-curricular achievements. As colleges are affiliated to Pt. Ravishankar Shukla University. It follows the under graduate and post graduate curriculum provided by university. In strict accordance with academic calendar of Higher Education. To pursue the syllabus and academic calendar of university college has founded departmental councils which make their own time table & academic calendar that includes regular classes, practical's, class tests, assignments, presentations, seminars, activities and internal exam. The teachers religiously follow the time table with combination of conventional and ICT teaching methodology.

Academic calendar deployed action plan by:

1. Preparation of Time Table.
2. Allotment of subjects to Teacher.
3. Individual time table preparation.
4. Lab schedule
5. Class Room arrangement

Action plan is executed by:

1. Class room teaching
2. Online teaching
3. Powerpoint presentation
4. Visual aids like Charts
5. Teaching aids like Models and specimen
6. Field work
7. Preparation of projects

Monitoring is done by:

1. Rounds during Classes
2. Attendance Register
3. Daily Diary
4. CCTV

Unit tests help in upgrading the graph of student's academic success. Internal examination, pre practical viva are conducted by the institution to evaluate teaching. Dictation of notes is practice of teachers to provide relevant study material to the students. E-contents of prescribed curriculum is shared to students by teachers for easy understanding of subject. Special doubt classes are taken by teacher to help students. Institute promotes personal growth with academics. For this it encourages students to participate in various activities like sports, cultural, workshop and literally competition.

File Description	Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 28.57

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

Response: 2

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 5

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 3.12

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	21	37	51	51

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

To integrate cross cutting issues such as gender, professional ethics human values environment and sustainability into the curriculum the institute has established various clubs such as Activity Club, Knowledge Club and Eco Club & Committees such as Anti Ragging and Women Redressal. In the beginning of every session Fresher Party is organized to make students acquainted with system and work culture of institute. Student Help Desk is there in the institute to solve problems of students related to admission, scholarship, exam or if any other. Admission system of college is made in a way that online submission of Anti-Ragging form in UGC Portal become mandatory.

Seminar and workshops are organized by Clubs & Committees for learning and awareness of crosscutting issues. Environmental study is compulsory part of syllabus for students. Teachers take absolute care to motivate students to this subject by giving them projects and assignment related to environmental issues. Field work is also scheduled by organizing Environmental trip.

General awareness as being one subject helps students to be aware of human rights and values. Moral and ethical values are inculcated by Yoga and meditation camps. The NSS wing organizes Blood Donation Camps, visit to Old Age Homes, Orphanage to make student understand human values. Institute has well equipped computer lab and as being compulsory as well as additional subject short term courses and training programmes are organized by computer council to felicitate the student to meet the new era of technology with confidence.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 3.58

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	5	6	6	6

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)	
Response: 6.98	
1.3.3.1 Number of students undertaking project work/field work / internships	
Response: 70	
File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni	
Response: A. All of the above	
File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:	
<ol style="list-style-type: none"> 1. Feedback collected, analysed and action taken and feedback available on website 2. Feedback collected, analysed and action has been taken 3. Feedback collected and analysed 4. Feedback collected 5. Feedback not collected 	
Response: A. Feedback collected, analysed and action taken and feedback available on website	
File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 88.98

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
381	396	418	458	438

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
470	470	470	470	470

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

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 95.98

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
275	282	279	302	308

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

Institute is affiliated to Pt. Ravishankar Shukla University and approved by Department of Higher Education, Chhattisgarh Government. So we have to follow that admission guidelines of university and higher education. At college level institute has admission committee which helps the student to select suitable stream from available courses. Student helpdesk is also there to help the students query related to admission and other issues. Regularly notices related to admission date, commencement of classes is communicated to students through displaying notices on notice board by SMS and through WhatsApp groups. Other information related to institute are also communicated to students through these methods.

After admission orientation program is conducted for freshers to make them familiar with each other and college code. During the session we try to aware students with their goals and objectives of lives, importance of classroom attendance, unit tests, internal exams, practical classes, curricular and co-curricular activities and finally about university examination and importance of results.

At the time of admission Slow and Advanced Learners are identified through their results in the previous exam. In classroom teaching Slow and Advanced Learners are placed together. Outcome of curriculum is explained to both the groups in same manner. Then for Slow Learners institute provide:

1. Special guidance and personal counselling by teachers as per need and demand.
2. Teachers prepare Question Bank on the basis of Frequently Asked Question (FAQ) in university exam. Slow Learners are motivated to consult this Question Bank for better result.
3. Teachers prepare their own notes, video lectures and sent to Slow Learners for easy understanding of subject.
4. Doubt classes are taken by teachers on one to one basis.
5. Teachers make combined group of Slow and Advanced Learners for presentation to build mutual understanding and confidence.

On the other hand Advanced Learners are encouraged in following ways :-

1. They are promoted to participate in interclasses and intercollege literary and cultural activities to explore and improve their ability.
2. Career counselling sessions are arranged by departmental councils to make their goals clear.
3. Seminars related to preparation of competitive exams are conducted by councils for advanced learners.
4. College promote Advanced Learner by felicitating merit scholarship to highest marks scorer of each department.
5. Advanced learners are motivated to teach slow learners in the class.

File Description	Document
Past link for additional Information	View Document

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)	
Response: 40.12	
File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
<p>Response:</p> <p>The prime objective of institute is to make students aware of learning. Various methods of experiential and participative and problem solving learning are implemented for this. For academic learning we strictly follow the academic calendar of university. The prescribed course work is assigned to teachers and progress is constantly monitored by regular checking of daily diary, evaluation sheet of class tests, assignment and project reports. To make students attentive about their curriculum assignments related to each units are given to them. This makes students to learn study material thoroughly.</p> <p>Practical classes are schedule throughout the year to involve students in participative learning. Field trips, visit to industrial set-ups, science center, botanical nursery are organized for students to develop habit of participative learning.</p> <p>NSS unit organized many activities related to community development to make students aware of social values. Red Ribbon Club is also working for social awareness programs.</p> <p>Seminar and workshops literary and cultural activities are organized around the session to involve student in experiential and participative learning.</p> <p>“Arunita” the college magazine is published annually to promote students hidden literary qualities. Gurukul Shodh Srijan is research journal with ISSN No. 2349-9702 to motivate students towards research work.</p> <p>Events like working model competitions, chart making competitions and many such others are organized to involve students and participative and experiential learning.</p> <p>During pandemic students are promoted to prepare e-notes using audio video tools. Teachers also prepare their YouTube Channel to demonstrate lectures through video.</p> <p>Students are promoted to participate in inter college literary and cultural competitions. For widening the</p>

range participation in university level competition is also promoted. To nurture critical thinking and scientific temper institute constantly motivate teachers to make it sure that students must involve in activities of college at maximum. Required disciplinary actions are taken for students for not participating in events.

File Description	Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Being IT college institute promote teachers to be techno-friendly. We have computer as an essential subject in science stream and optional subject in commerce stream at graduation level. Three years professional degree course BCA and one-year post graduation diploma course PGDCA is also running in the institute. Because of these courses' teachers are using traditional classroom teaching with smart blending of ICT Tools. Sufficient number of desktops, laptops, projectors, help the teachers to use audio visual ICT Tools for teaching. Availability of high speed wi-fi helps to use e-resources for teaching. Library is furnished with OPAC, N-LIST & SOUL that helps the teachers to use e-learning resources for blending ICT TOOLS in their teaching methodology. Teachers prepare their notes in PPT form and video lectures. YouTube channels are made by teachers for streaming of their video lectures. Important topics are taught through video using projector for better understanding.

Total 6 ICT enabled smart classrooms are available for teaching and learning process. Since last two consecutive academic session due to COVID-19 pandemic period the frequency of use of ICT enabled tools are 100%. As instructed by the Pt. Ravishankar Shukla University & Higher Education Department of Chhattisgarh institute taken the online classes, online notice circulation, online feedback, online fee collection, webinar, online test, online assessments.

Followings are the ICT enabled tools are used by Gurukul Mahavidyalaya for **effective teaching-learning process**,

- 1.College website for students for online fee collection, notices and other academic related information's.
2. WhatsApp group for regular communication about class schedule, timetable and updates.
- 3.Google meet and classroom for online lectures.
- 4.College Facebook, Twitter, Instagram Page
- 5.YouTube of online lectures and uploaded lectures for reference.

College management supports and allocated separate scope in budget for ICT devices and tools. Since 2019 college library is automated and SOUL 2.0 an integrated library management software is being used which provides services of an automated library. Library automation was started with the purchase of SOUL 2.0 an integrated library software in 2018-19.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 40.12

2.3.3.1 Number of mentors

Response: 25

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 92.14

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 47.29

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	11	12	13	13

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 7.24

2.4.3.1 Total experience of full-time teachers

Response: 181

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Internal assessment is key to success of teaching learning process. It is a like a tool to sharpen the academic edges of student. Institute has following methods for internal assessment: -

1. Class Test
2. Assignments
3. Projects
4. Presentation
5. Pre University Exam

There is internal exam committee who arranges and monitors internal assessment. General rules are formed by this committee and communicated to students timely through message, WhatsApp and display on notice board. Internal assessment is conducted in following steps: -

1. Question papers are prepared by subject teachers. Question paper pattern is like university paper.
2. Time table is prepared by HODs.
3. Valuation of answer copy is done by subject teachers.
4. Tabulation of marks is done by HODs.

5. Final results are prepared by HODs.
6. Results are displayed on Notice Board.
7. Students with unsatisfactory performance are instructed to resolve the question papers as compulsory assignment.
8. Projects and assignments based on prescribed curriculum are allotted to students by teachers for better and vast understanding of subjects.
9. Institute has launched Merit Scholarship Scheme to promote students towards curricular and co-curricular achievements.
10. Best student award is also decided by HODs on the basis of overall achievement of students.
11. NSS, Red Ribbon Club, Eco Club, Sports Department organizes many programs related to community development, health, hygiene, Yoga to assess mental and physical ability of students.
12. Training camps, workshops are organized to assess cultural talent of students.

With these points internal assessments is transparent, robust and continuous.

File Description	Document
Link for additional information	View Document

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

Response:

Institute tried its best to deal with exam related grievances at different levels. Not only office staffs but teachers also involve in solving exam related problems of students, whether it is internal exam or external exam. Steps taken by institute to make exam related grievances transparent time bound and efficient are as follows: -

1. Announcement of date of examination form submission is communicated to student immediately after announced by university through SMS and WhatsApp. Website is hyperlinked with exam portal for quick glance.
2. Notifications of university related to dates of exam form submission, exam fees etc. are displayed on notice board.
3. Physical notice related to exam is circulated in class.
4. Notification related to amendment of exam dates if any, is also communicated to students through same process.
5. If students find any problem in online submission of exam form then technical staffs of college take care of such grievances and fill their form in college.
6. If there are any grievances related to edit in exam form like change in name, DOB, address phone number, email id etc. than these are corrected at the end of college itself.
7. Immediately after the declaration of time table it is communicated to students through SMS, WhatsApp, Notice etc.
8. Link of time table is hyperlinked in website.
9. Amendment of date of examination if any is also communicated to student through same process.
10. Shift wise superintendent and assistant superintendent are nominated for smooth and transparent

conduction of exam.

11. Proper sitting plans are prepared by shift in-charges.
12. Special sitting arrangement at ground floor for differently abled students and sick students are made.
13. Declaration of result availability of mark-sheet are communicated to students through SMS, WhatsApp and Notices.
14. Grievances related to result, revaluation, retotaling etc. are forwarded to university immediately after receiving from the students and changes are communicated to them at earliest.
15. Phone calls related to exam information are properly attended by office staff and proper information's are given to them.

2.6 Student Performance and Learning Outcomes

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

Response:

The Program outcomes and Course outcomes are designed by the departments. Program outcomes is developed on the basis of core and prime objectives of the institutions. Program specific outcomes are routed to describe the skills that students will possess after undergoing the program. Course outcomes are objective of each course. Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students.

Followings are the web link of PO's & CO's:

<https://gmm.ac.in/naac.php?fldPathId=4>

<https://gmm.ac.in/naac.php?fldPathId=6>

Additionally we have attached weblink of the list of PO's, CO's and PSO's.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document

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

Response:

For attainment of program outcomes and course outcomes our institution focuses on holistic development of students by providing various opportunities and learning experiences so that they become competent

skilled and sensitive individuals who can contribute potential towards building of educated society. We prepare college academic calendar, departmental academic calendar with well-planned assessment schedules that checks the progress of students. In Induction programme the very first event of every academic session we inform students about programme outcome and course outcome and also inform about the teaching pattern of institution. **Direct and indirect methods are the assessment tools and processes used for measuring the attainment of the Program Outcomes and Course Outcomes:**

Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. Throughout the semester the faculty records the performance of each student on each course outcome. Average attainment in **direct method = University Examination Score + Internal assessment Score.**

Indirect assessment strategies are implemented by embedding them in Student Feedback, Employer Feedback and Alumni Feedback. Few of the POs are assessed based on relevant developed rubrics. Finally, program outcomes are assessed with above mentioned data and Program Assessment Committee concludes the POs attainment level.

Followings are the tools used for the assessment of POs/PSOs with their frequencies,

End of Session University Examination At the end of each session university conducts examinations based on the result published by university. The course outcomes are measured based on the course attainment level fixed by the program. The Direct mode is used for the same.

Assignment Assignments are given at the end of each chapters. The assignments are provided to students, such that students will refer the text books and good reference books to find out the answers and understand the expected objective of the given problem. It is the responsibility of the concerned subject teacher to ensure that most students are able to work out the assignments honestly. The questions asked in assignments are mostly aligned with Course Outcome of the respective Subject According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject are conducted. The Direct mode is used for the same.

Throughout the session we keep updated about schedule of curricular and co-curricular planning through what'sapp group and messages. Students are made mandate to appear in class test and internal examination. Feedback mechanism from students, parents and stake holders helps to analyses and attain the PO's & The CO's. Teachers provides notes and in case of doubts or query satisfy at their personal level. Conduction of expert lectures, seminars, workshops, training programmes, project work etc are also means to attain and evaluate the PO's & The CO's.

2.6.3 Average pass percentage of Students during last five years

Response: 97.48

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
375	351	392	404	316

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
376	356	410	416	328

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.58

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 227.08

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
70.94	59.84	20.00021	32.57	43.73

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

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

Response: 4

3.1.2.1 Number of teachers recognized as research guides

Response: 1

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

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

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

Response:

The institute has organized workshops, seminars, webinars related to innovative and creative ideas for holistic development of students. Entrepreneurship camps are organized regularly in collaboration with recognized bodies for promoting entrepreneurship skills and providing start-up ideas and information's related to skill. Projects are made by students as part of curriculum for some classes and the main aim behind this system is to promote students to understand all aspects of field of project.

Creation: -

Many competitions are organized in institute to promote creativity such as Mehandi, Hairstyle, best out of the waste, salad and flower decoration. These activities help in developing the creative ideas.

Transfer of Knowledge: -

Seminars, lectures, webinars related to personality development, career, mental and physical fitness, trade and commerce and curriculum are organized to transfer knowledge amongst students.

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 6

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	3	2	1	0

File Description	Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards**3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response:** 2**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years**

Response: 2

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**Response:** 2.83**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
11	14	22	16	10

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.89

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	6	5	5

File Description	Document
List books and chapters edited volumes/ books published	View Document

3.4 Extension Activities

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

Response:

College has a unit of NSS and is actively involved in regular extension activities. In 2006 NSS unit of 100 volunteers was started in the Institute with the aim to motivate girls for social awareness programmes, empowerment of women and for involvement in society. The NSS unit is affiliated to Pt. Ravishankar Shukla University. The unit acts in accordance with the schedule of the university. Around the year the unit works for social awareness, hygiene and environmental awareness.

The unit works in association with Raipur Smart City Limited and Municipal Corporation and Green Army for social, environmental awareness and hygiene.

Mrs. Ratri Lahari is NSS Officer of the institute. She is a trained NSS officer and program officer & Reporter awarded with many prizes for her active role.

College is associated with the Green Army Club which is a social group of Raipur working with the people of Raipur whose purpose is to work for environmental protection, tree plantation and consciousness to preserve the plants and trees.

Major extension activities carried out in academic year 2020-21 are Jal Avm Talab Sanrakshan (Pad Yatra, Gajraj Bachao Abhiyan), Hygiene Day (About Menstrual Cycle), Swatchata Abhiyan, World Environment Day (Shahido Ke Naam Tree Plantation), World Yoga Day, Covid-19 Awareness Programme (Mask Distribution, Phenyl, Dant Manjan, Keet Nashak Prashishan, Havan Karyakram, Jagrukta Abhiyan, Hand Wash, Yoga Awareness), Road Safety Awareness Programme, Poshan Jagrukta, Fit India Programme, Yuva Diwas, Virtual Marathon, Sadbhawana Diwas (Fruits, Books, Clothes, Jewelry Distribution), Nasha Mukti Abhiyan, NSS Foundation Day, No Vehicle Day, Savidhan Diwas Shapat Grahan.

NSS unit of college works in collaboration with UNICEF in the name of Red Ribbon Club and Blue Brigade. Main aim of Red Ribbon Club is to make society aware about AIDS whereas Blue Brigade works to promote literacy during pandemic. The volunteers works for campaigning of health, hygiene and education under these schemes of NSS. Around the year many activities such as poster, slogan, rangoli, debate, wall painting, speech competition etc. are organized to spread awareness of schemes.

More detail are available in annual reports. Weblink: <https://gmm.ac.in/facilities.php?fldPathId=17>

File Description	Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 38

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

2020-21	2019-20	2018-19	2017-18	2016-17
8	5	8	10	7

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 39.41

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

2020-21	2019-20	2018-19	2017-18	2016-17
140	270	320	810	576

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 4

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Gurukul Mahila Mahavidyalaya built in 2001 by Bhatkhande Lalitkala Shiksha Samiti. Mahavidyalaya is located in the heart of the capital city of Chhattisgarh state. Mahavidyalaya is spread over 2 acres with red brick buildings amidst sprawling lawns and trees in Raipur. Mahavidyalaya is very well connected with the local bus stop (Kalibadi). Located next to the women police station and adjacent to the district hospital, Raipur. The campus utilize plenty of daylight and natural ventilation for comfort and efficiency of users. There are large numbers of trees and lawns which add to improved quality of air and minimize air pollution on the campus. College has key plants that significantly help in improving quality of air such as Areca Palm, Money plant, Aloe Vera, Dracaena, Rubber plant, bao bao tree, etc.

The Institution is having sufficient facilities for teaching and learning. The available infrastructure detail is as below: -

1. **Class Rooms:** – The institution has 18 Classrooms out of which 03 Classrooms are ICT enabled with adequate facility of sitting. The classrooms are properly ventilated with dual entry and exit approach. The classrooms have sufficient lights and fans to provide comfortable environment to students and green boards as essential need for teaching.
2. **Science Labs:** - As institution has Botany, Zoology, Physics and Chemistry up to graduation level, to fulfill the demands of curriculum the institution has labs for these subjects with adequate facilities which includes furniture, storage, scientific materials, instruments.
3. **Computer Labs :** - Institution has two computer labs with 60 PCs. Systems are updated from 3rd, 4th & 5th to 6th generation. LAN, Internet, Wi-Fi facilities is available in computer labs. Labs are furnished with projector and display screen and fully air conditioned.
4. **Library:** - A library named “Arun Kumar Sen Smriti Granthalaya” of 2200 Sqft. is available in college with sufficient number of books in accordance with the number of students. It has different almira for books of different subjects. It is properly ventilated with adequate sitting facilities. Lights are appropriated as need of learning place. It is fully air conditioned to provide a suitable environment of study to students and teachers. Modern approach towards library automation reflects through N-LIST, OPAC, SOUL as digital facilities.
5. **Staff Room:** - Staff rooms are available in institution. This space is basically for teachers to sit and prepare their lectures and notes for classes. It is used as interaction place on personalized basis with students and colleagues. This space is properly furnished and air conditioned with adequate storage, lights and fans.

File Description	Document
Paste link for additional information	View Document

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

Response:

The vision of our institute is holistic development of students. For fulfilment of this vision we are committed to create conducive atmosphere of academic, cultural and physical activities.

The institution has adequate facilities for cultural activities and indoor & outdoor sports. The key features of the facilities for these activities are as below: -

1. **Cultural Activity:** - An auditorium named “GURUKUL PREKSHAGRAH” of 3000 Sqft. is available in institution with sitting capacity of about 600 students. This space is fully ventilated with adequate lights, fans and ducting coolers and a stage of 500 Sqft. This auditorium is used for inter classes cultural competitions, inter college activities, seminars, workshops, induction programs etc. Apart from this auditorium an open air stage named “ARUN MANCH” of 800 Sqft “Arun Manch” is available for large scale cultural programs. Managing committee has a theater named Rang Mandir with seating capacity of upto 800 students with 40 x 30 sq. ft. size stage. Rang mandir is the first theater of chhattisgarh state. Both auditorium and theater are being used for organizing seminars, workshops, cultural activities and other functions of institute.
2. **Sports Activity:** - A good quality playground of 12000 sq ft. is available in institute to organize inter class, Inter College, Sector, State level Sports tournament. We can organize Kho-Kho, Kabbaddi, Netball, Handball, Wrestling, Judo, Volleyball tournaments in our playground. Proper drainage system helps in maintaining the ground. The institute has hall for indoor sports like chess and carom. Yoga center is not available in institute but yoga activities are carried out in auditorium and open ground.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 47.06

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 08

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 6.62

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.63	5.29	0.18	3.31	4.40

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Gurukul Mahila Mahavidyalaya's Library is automated and SOUL 2.0 an integrated library management software is being used which provides services of an automated library. Library automation was started with the purchase of SOUL 2.0 an integrated library software in 2018-19. It supports the basic requirements of the libraries such as stock register, various maintenance functions and transaction level with enhanced security. The college library is semi-automated and we can access the library in both computerized as well as manual method. The software SOUL 2.0 contains information about the author's name, title and publishing house.

- Name of ILMS software **SOUL 2.0**
- Nature of automation (fully or partially) **Partially**
- Version **Soul 2.0**
- Year of Automation **2018-19**

The College library has 5534 books in physical form and a vast e-library. The library has regular subscriptions of 8 newspapers, 10 magazines and 10 research journals. Library has a rich collection of various reference resources such as dictionaries, atlas, yearbooks, etc. All the books are properly barcoded including barcoded library membership cards.

The college library has a WEB OPAC facility, which allows the user to search library holdings from any location with an internet facility including MARC 21 bibliographic format.

The college library has a WEB OPAC facility, which allows the user to search library holdings from any location with an internet facility including MARC 21 bibliographic format.

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

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.98

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.83	0.79	1.09	0.92	1.25

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document

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

Response: 2.43

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

Response: 25

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Institution was established in 2001. At that time institution has affiliation for PGDCA with 30 Students. We conduct class with 10 computer systems with P1 and P2 processor. All the computer systems were provided by Bhathkhande Lalitkala Shiksha Samiti, parent body of college. In 2007 college purchased 10 new upgraded systems with Intel Pentium 4 processor 3.0 GHz. During the period college use internet facility through dial up modem.

1. In year 2008 college upgrades its IT facility again and purchased 10 new 1.8 dual core processor computer system and 5 old systems were upgraded. In 2008 college purchased licensed software Visual Studio 6.0 and Windows Vista Operating System. In 2008 college introduced broadband modem and upgraded internet facility from dial up modem to broadband modem.
2. In 2009, 10 new system with dual core processor were purchased as a step ahead towards upgradation of IT facility. In this connection for visual classes we purchased a ceiling mounted 514 DLP projector of Benq Company.
3. In 2012, again for upgradation of IT facility 2 systems with dual core processor with G41 Motherboard were purchased.
4. In 2013, 6 new systems with dual core processor with G41 Motherboard were purchased the institution also purchased Microsoft volume license software, MS office 2013 Academic Version and Windows 8 each 15 nos.
5. In 2014, to promote ICT for classroom teaching we purchased a projector of Viewsonic.
6. In 2014 Wi-Fi facility was introduced in institution with 256 kbps speed and was made available to

teachers and students.

7. In 2017 whole campus became Wi-Fi enabled with 512 kbps speed. Parallely open Wi-Fi facility of Internet was introduced by Reliance Jio. All systems were connected with LAN.
8. In 2018, the old systems were upgraded with CRT Monitors and Processors according to syllabus of BCA, PGDCA, BSc (Computers). At present the institution has 02 computer labs with 60 PCs fully equipped with required software & hardware.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 17

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 45.21

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

2020-21	2019-20	2018-19	2017-18	2016-17
8.86	16.94	15.02	20.70	17.17

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

The institution has established system and procedure for maintaining and utilizing physical academic and support facilities such as laboratory, library, sports, computers and classrooms etc. The institution is self-financed organization managed by parent body. So matters related to maintenance and utilization of physical facility is finally approved by management.

The institution has various committees that work for maintaining infrastructure and other academic support facilities. They are:

1. **Building Committee:** The building committee belongs to parent body. Matters related to renovation and construction are proposed by Principal in governing body and after approval of subject in governing body forwarded to building committee of parent body for execution. Expenditures on renovation and construction head is bear by the institutions.
2. **Library Committee:** The library committee is formed with librarian and heads of all the departments and students. This committee takes care of purchase of books and e-resources through definite procedure of purchasing. Timely upgradation of library automation facility and digital library is also done by this committee.
3. **Sports Committee:** The sports committee is constituted with Sports Officer, 03 other teachers and students. This committee manage purchasing of sports articles and organizing tournaments.
4. **NSS Committee:** NSS officer, three teachers and students together form NSS committee. Every year NSS unit works as per the schedule declared by the university in their academic calendar. This committee is authorized to perform regular activities of NSS as well as seven day's special camp and participation in activities and events of university.
5. **Canteen Committee:** In charge and three teachers together form canteen committee. This committee is authorized to look after the quality of food items, cleanliness & hygiene, discipline, rates of items and matters related to any types of disputes.
6. **Departmental Committee:** Heads and all the teachers and few students makes departmental committee. This committee takes care of purchasing of books, scientific materials, ICT devices, computer peripherals & software and academic activities and maintenance of labs and computer systems. The committee also prepares time table departmental calendar. The committee also takes care of students and as per need counseling of students is also being done.

File Description	Document
Paste link for additional information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 33.78

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
353	376	364	358	317

File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

Document

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.01

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
7	10	15	10	11

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 51.73

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
75	966	732	695	250

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 92.21

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 379

File Description	Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 23.33

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01	2	1	1	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
03	8	4	3	4

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 6

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
00	1	1	2	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

As per the guidelines and instructions of Higher Education departments and Pt. Ravishankar Shukla University college constitutes student council every year either by means of elections or nomination.

The structure of student council consists of President, Vice President, Secretary, Joint Secretary and Class Representative. Student council plays very important role in organizing and managing annual cultural activities. In session 2020-21 student council was not formed because University and Higher Education had not scheduled it due to pandemic.

Various nomination committees are framed every year in college as per instruction / direction of university and higher education to organize various activities and to make student aware. In every committee the In-charge teacher makes a council including students in various posts to organize activities.

Students have special ability in such areas,

1. Cultural Committee
2. Science Council
3. Commerce Council
4. Computer Council
5. Sports Committee
6. NSS Committee

The objective of delegating posts in different councils is to develop leadership ability and functional capacity and management skills. The main function of student representatives is maintaining discipline and hygiene in campus and motivating students to participate in curricular and co-curricular activities.

File Description	Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 22.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	25	34	27	28

File Description	Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

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

Response:

In Gurukul Mahila Mahavidyalaya alumni association is registered body having its aim. The association is formed with main objective of formation of lifelong bonding with alumni's. The alumni's are the assets of institution that work for the constant and continuous development of institution. They work as representative of institution to enhance the radius and diameter of institution. The association motivates the alumni's to feel their responsibility towards institution and help mentally, morally and financially.

Alumni are the part of the process of continuity and change and traditions and modernity. The institution seeks to institutionalized the bond between the alumni and the alma mater through the association into a lifelong relationship the alumni association envisages itself a partner progress of the institution and seek to make significant contribution towards advancement of knowledge and keep pace with changing times and needs of new generation. The registered alumni association has been formed in the 2015 with following objectives.

- Alumni association seeks to help all the alumni to stay connected with their alma mater.

- To facilitate fine tradition of give back. Alumni association seeks to promote networking among the alumnae's bodies and individual and provide service to members.
- To pursue and sustain interaction between alumni, faculties and students.
- It also seeks to involve more and more alumni and students (Prospective Alumni) in the activities of the association.
- To take feedback and suggestion from alumni to enhance the quality of teaching.
- To enlist Alumni support for enhancing infrastructure especially infrastructure for computers and other ICT gadgets.

Alumni committee follows the mentioned procedure to get connected with alumnies.

- Creation of email id of the association for exchanging information.
- Creation of whatsapp group of the alumni association.
- Creation of facebook page on social media.
- Uploading alumni association form on college website to reach upto maximum no. of alumni as soon as possible.
- To create alumni profile.
- To organize alumni get together in the institution at a regular interval.
- To organize interaction between alumni's and students regarding career options.

Many of our alumina's are in regular contact with us. Alumni committee of college has made year wise WhatsApp groups of pass out students and information about college activities are sent to them for their cognizance. Departments have their book bank that runs with the donation of the books from pass out students. Some of the aluminea show their willingness to extend their assistance by giving expert lectures about career and life skills. Some aluminea are placed in public and private sectors and they came to aware students about their profession. Some of aluminea have become teachers in this college. This is again a big achievement both for institution and the aluminea.

File Description	Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Link for any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The main objective of our institute is to provide quality education to girls. For this objective the institute gives special emphasis to study at an affordable fee since majority of girls belong to middle class families of suburbs of Raipur city. The vision behind this objective is to provide quality education with available resources at its best. The institute tries its best to cater the curricular and co-curricular needs of students.

VISION

We the Management, Administration, Teaching and Non-Teaching Staff are working together with a vision of providing educational excellence and inculcating ethical and moral values to students so that they should flourish intellectually strong, socially responsible to contribute vital part in building of developed society and nation.

Mission

1. Transforming students through development of various skills with curriculum.
2. Making them sensible towards society.
3. Promoting them for higher studies, research, entrepreneurship and projects.
4. Various activities to nurture them to face the future responsibilities.
5. To inculcate strong values combining with academics and extra-curricular activities.

In order to accomplish the vision and mission the institute's objectives are as follows: -

1. To encourage holistic development of students.
2. To provide academic and cultural enrichment.
3. To inculcate moral values.
4. Special focus be given to aware students about society environment, nature to become responsible citizens.
5. To convince them that learning is incomplete without whole indulgence in institute.

Departmental councils and committees prepare their action plan for a year in accordance with mission, vision and objectives of institute. The entire system of institutional function is transparent and policies, rules of governing body is communicated through proper channel.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

In following manner the effective leadership is visible in Gurukul Mahila Mahavidyalaya with various institutional practices such as decentralization and participative management.

1. The college is believing in participative management and for this the institution has made a system of various levels of decision making.
2. Gurukul Mahila Mahavidyalaya is managed by Bhatkhande Lalitkala Shiksha Samiti affiliated to Pt. Ravishankar Shukla University, Raipur. According to Section-28 of university Governing Body is framed according to constitution for ensuring the management of college.
3. Governing Body is responsible for general administration and governance of institution.
4. For participative and decentralized governance Governing Body has appointed Vice Principal and Heads of the Departments.
5. Heads of the departments are responsible for preparing annual time table, departmental academic calendar for curricular achievement.
6. There is Staff Council as per Section 28 of university and secretary of staff council calls regular meetings in chairmanship of principal to discuss and decide subjects related to curricular and co-curricular activity of institute.
7. Departmental councils are framed. These councils have been given autonomy to take decision in pragmatic manner both in the interest of institution as well as in the interest of students.
8. Many committees such as cultural, sports, grievances, college magazine are framed and one staff member is appointed as coordinator of committee and these committees are authorized to organize activities in accordance with general administration of college.
9. Yearly report is prepared by every committee in the end of year.
10. Internal exam committee is framed to conduct class tests and internal exams for continuous assessment of students.
11. To conduct annual examination of university superintendents and assistant superintendents are made who are authorized for conducting exam and preparing exam record related to answer copy, question paper, invigilation duty etc.
12. NSS Officer is appointed among staff and by virtue of post NSS Officer takes care of all the affairs related to NSS such as registration of volunteer, organizing 07 days special camp and regular activity of awareness related to cleanliness, hygiene, health, blood donation, AIDS etc.
13. Red Ribbon Club in-charge is here to take complete care of this club and she assure the annual commencement of club activity and report.
14. Funds of NSS and Red Ribbon Club is used through bank with joint signature of Principal and In-charges.

Annual audit is done by K.K. Mankeshwar & Company.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

In accordance with the vision and mission the institute has its own strategic plan for quality enhancement. Governing body regularly assesses and evaluates the development of institute. Following are the key plans of institution.

1. Academic calendar is prepared in accordance with university academic calendar which is sincerely followed to achieve academic completion.
2. Governing body has planned to appoint adequate teaching and non-teaching staff.
3. Guest lectures, training program, interaction with subject experts are held regularly for benefits of the students.
4. The faculty members have been sanctioned duty leave for attending refresher course, orientation programs, workshop and seminars.
5. Feedback mechanism is here for updating the facilities.
6. To organize national / international seminar on quality related and value based themes in collaboration with stakeholders and government and non-government organization.
7. Various programs are held to create awareness and moral enrichment of students in association with NSS Unit.
8. The faculty members are motivated to take up research work and pursue Ph.D.
9. The faculty members are encouraged for publication of research paper in reputed journals.
10. To make students acquainted with important notices related to curricular and co-curricular activities messages are sent to them from message panel of college.
11. Teachers are connected with students through class-wise WhatsApp groups.

Students are motivated for higher studies throughout their course duration.

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

Response:

Gurukul Mahila Mahavidyalaya is founded by Bhatkhande Lalitkala Kshisha Samiti affiliated to Pt. Ravishankar Shukla University Raipur and approved by Higher Education Department of Chhattisgarh Government. At society level college is governed by President and Secretary of Managing Committee. At college level the functioning of institution is as follows: -

1. **Administrative Set-up :-** The administrative set-up consists of President, Governing Body, Principal, Management Representative of Governing Body, University Representative of governing body followed by Vice-Principal, Head Clerk, Heads of Departments, Sports Officer and Librarian.
2. **Service Rules:** - As institution is affiliated to Pt. Ravishankar Shukla University Service Rules are applicable according to Section-28 of University.
3. **Procedure for Recruitment:** - For regular appointment of teaching and non-teaching staff the institution follows the procedure according to Section-28 of University. Adhoc appointments are approved by Governing Body.
4. **Help Desk :-** According to direction of university Help Desk is formed for student assistance.
5. **Grievance Redress Mechanism :-** Anti Ragging, Discipline, Women Redressal and Grievances Redressal committees are formed for students support.
6. **Complaint Box:** - Students can put their complaints and In-charged teacher open this box and authorities take cognizance of the complaints.
7. **Student Council:** - Student Council is formed according to direction of university.
8. **Alumni Association:** - Registered Alumni Association is available in college.
9. **College Committees:** - Many committees such as Cultural, General Knowledge, Current Affairs, College Magazine, Research Journal etc. are in college to manage matters, affairs and activities related to these subjects.
10. **Departmental Councils:** - Departmental Councils are formed in association with students and teachers of departments. Secretary of councils take care of annual programs of department.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

The Teaching and Non-Teaching Staff are the most important and vital component of institution. The growth of institution depends on well-being and satisfaction of staff. Management as well as governing body is aware of this fact so they are trying their best within own parameters.

Following are the welfare schemes for Teaching and Non-Teaching Staff :-

- 1.EPF facility is available according to rules / guidelines.
- 2.ESIC facility is available according to rules / guidelines.
- 3.Provision of gratuity is available according to gratuity act.
- 4.Provision of casual and optional leaves.
- 5.Provision of special leave as per rules approved by governing body.
- 6.Provision of medical leave as per rules approved by governing body.
- 7.Provision of maternity leave approved by governing body.
- 8.Free Wi-Fi facility, ICT facility, access to e-resources on N-LIST facility of INFLIBNET to all faculty members.
- 9.Salary grant @50% is received from Government for regular teaching and non-teaching staff.
10. Annual increment in salary of all staff.
- 11.Provision of duty leave for attending academic programs such as orientation, refresher, short-term course, workshop, seminars etc.
- 12.Permission for upgradation in educational qualification while service.
- 13.Permission to apply in other public / government / private organizations for betterment of their life.
- 14.Freeship of course fees for studying Diploma courses at college to clerks and librarian.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 10.03

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	6	3	1	2

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Gurukul Mahila Mahavidyalaya is a private college affiliated to Pt. Ravishankar Shukla University Raipur (C.G.). The college management and governing body and IQAC does a regular monitoring of the teachers on the basis of their academic works during the session.

There extra activities like participation in conferences, seminars, workshops, guidance and research work and paper presentation are also taken into account for this purpose. Similarly the non-teaching staffs are assessed through extra assignments of works.

The assessment of teacher performance is monitored by feedback from the students. The teachers are informed of feedback during staff meeting and individually if needed. For well-being of staff governing body revised rules and regulation regarding their services and communicated to them through proper channel.

File Description	Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Gurukul Mahila Mahavidyalaya is self-financed institution managed by Bhatkhande Lalitkala Shiksha Samiti. To run self-financed institution financial management is the most important aspect. So keeping in mind this point we the college and the management takes utmost care in financial audit.

The very first step is making an estimated budget and approval of this budget by governing body. Every year this process is followed sincerely.

College has a system of internal audit to verify income and expenditure. The accountant does it. Licensed Tally ERP software is available in college. The account passes entries of income and expenditure daily in Tally.

Daily Fees Collection Record (DFCR) register is maintained by clerks. Daily collection of fees is deposited in bank. The accountant verifies the deposit slip with receipts and DFCR and then pass entry in Tally.

An imperesst account of Rs. 10,000 is sanctioned by governing body for routine miscellaneous expenses of college. Payments to vendors are made in a very transparent manner. Approval for payment is first taken in note-sheet and then payment is made by Cheque or RTGS or NEFT. Monthly reconciliation of bank is done to check the income and expenditure.

The books of accounts, vouchers along with supporting document are maintained properly and kept a record of it. The college maintains a system to ensure financial transparency.

Besides the physical verification of assets, labs, library, store and other property is also done regularly.

Regular annual financial audit is conducted by K.K. Mankeshwar & Company, a renowned chartered accountancy firm in Raipur. They submit a detailed report to management about accounting and methodology and future planning.

Consolidated return is filed by parent body.

File Description	Document
Paste link for additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

- **Mobilization of funds**

College is self-financed institution so mobilization of funds are managed from fees under various heads like

1. Maintenance fees
2. Activity fees

3. Development fees
4. Lab fees

- **Allocation of funds**

College functions and uses financial resources of stakeholders by allocating to different heads.

1. General fund
2. Provident fund
3. Endowment fund
4. Salary
5. Activity fund

Every year budget is prepared by allocating funds in various heads and provision for development is planned

- **Utilization of funds**

Funds are utilized in various heads like :-

1. Recurring expenses like salary.
2. Infrastructure expenses like equipment, furniture, books, computer, A.C., fan etc.
3. Student welfare expenses like fresher party, farewell party, annual function.
4. Maintenance expenses like painting of building, cleanliness of campus.

Estimated annual budget is prepared on basis of estimated admission number and it is approved by Governing Body. Funds are utilized in staff salary, recurring expenses and maintenance and development of institutions. Seminars and other academic activities are met by the allocated budget for activity.

6.5 Internal Quality Assurance System

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

Response:

Gurukul Mahila Mahavidyalaya is managed and run by Bhatkhande Lalitkala Shiksha Samiti. Founder President of this committee Late Dr. Arun Kumar Sen had opened this institution in 2001 with a vision of providing career oriented education to girls, as the management was having a girl's school Laxminarayan Girls Higher Secondary School.

As per direction IQAC has formed since 2017 and this cell has played a significant role in shaping the college in terms of academic extra-curricular and co-curricular activities. The internal quality assurance cell was created under the chairmanship of principle with heads of important academic and administrative units as its member.

The key areas in which quality improvement measures have been implemented by IQAC are

1. Curriculum development for academic, curricular, extra- curricular, co-curricular and extension activities and its implementation.
2. Preparation of academic calendar.
3. Renovation and maintenance of building.
4. Smart Classroom.
5. Laptops and projectors for departments.
6. Conduction of entrepreneurship training programs.
7. Automation of Library and office.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution reviews its teaching learning process structures and methodology of operations and learning outcome at periodic intervals through a well-defined plan.

1. In the beginning of every academic session the college prepares its own academic calendar in accordance with university academic calendar.
2. Every department prepares its own academic calendar in accordance with college academic calendar.
3. Every teacher prepares their teaching plan in accordance with departmental academic calendar.
4. HODs prepare annual time table in the beginning of academic sessions.
5. Daily diary of every teacher is checked by HODs and submitted to principal to review every month.
6. Attendance register is maintained by every teacher and checked by HODs and Principal every month.
7. Academic assessment is monitored through class tests and internal exams.
8. Seminars, workshops, guest lectures for benefit of students is arranged by departments regularly.
9. Extra classes are conducted if needed.
10. Faculty and students are encouraged to use ICT tools for teaching and learning.
11. Result Analysis at the end of examination.

All the above activities of institution have a remarkable impact in the quality assurance.

6.5.3 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)**

3.Participation in NIRF**4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)****Response:** D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

N
M
A
A
C

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The institute is girls college and committed to provide a safe and secure environment for the holistic development of girls. The college ensures to remain gender sensitive and maintain an atmosphere education through a harmonious gender balance among as faculty member where woman employees outnumber their main counterparts in all categories.

The college is surrounded by boundary-wall. Only one gate is used for entry and exit of students and guard remains there throughout the college hours.

The campus is spread across sufficient light and space which are constantly monitored through Close Circuit Television Cameras.

The various committee are formed in institute for promoting gender sensitivity such as Discipline Committee, Grievances Redressal Committee, Sexual Harassment Committee and Anti-Ragging Committee. All these committees keep strict vigilance upon activities of students and if anything found to be unwanted then immediately necessary actions are taken. The institute has made it compulsory to submit online anti-ragging form in UGC portal. Students and faculties are motivated to participate in gender equity programs. Seminars and lectures are conducted regularly to make students aware about laws and helpline facilities related to gender equality.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

1. **Solid Waste Management:** To keep building and campus clean we have concrete solid waste disposal policy that is in tune with the cleanliness drive launched by the City Municipal Corporation. The solid waste is collected properly and disposed regularly by Raipur Waste Management System an outsourced agency of City Municipal Corporation. Dustbins are placed in classrooms and corridors for collection of solid waste.
2. **Liquid Waste Management:** Proper drainage system is built for water waste. Septic tanks are properly build for liquid waste management and these tanks are cleaned properly. Chemical liquid wastes are collected in old batteries and plastic buckets and then disposed carefully at appropriate place. Expired liquid chemicals, reagents from science lab are collected in plastic canes and then disposed properly. The waste water is thrown in garden area of college.
3. **E-waste management:** The old version computer systems, CPUs, Hardware items, Telephone sets and other electronic items are considered as e-waste. For the disposal of e-waste, the Gurukul Mahila Mahavidyalaya has signed a memorandum of understanding (MoU) with M/s Star E Processors. Company disposes off all the e-waste, collected from the college, in the plant at Mandir hasud, Agang, Raipur, Chhattisgarh State. Star E Processors makes all the arrangements like collection, sorting of e-wastes to process the obsolete equipments, so that the hazards of these obsolete equipments can be minimized and disposed.

File Description	Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling

5.Maintenance of water bodies and distribution system in the campus**Response:** C. 2 of the above

File Description	Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

Response: B. 3 of the above

File Description	Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit**
- 2.Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions / awards**
- 5.Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: D.1 of the above

File Description	Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Gurukul Mahila Mahavidyalaya is a girl's college i.e. efforts for tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversity is priority of institution.

Throughout the year the institution efforts to develop tolerance and harmony amongst students through various activities. We can categories these into following categories: -

- 1. Academic:** - The institution has a vision to provide holistic development of its students. We believe that each and every student has right to get equal education irrespective of their cultural, religious, socio economic or linguistic differences. For this, we place all the students in same class to promote bonding amongst them. Apart from government scholarship the institution provide concession in fees to general students on ground of their financial condition. We select "Best Student", "Best Player", "Best Volunteer" every year on account of parameters related to academic, cultural, sport records. We provide merit scholarship to toppers of each stream every year. These are the practices that circulate a message amongst students that institution is mainly concern with the academics.
- 2. Cultural Activities:** - The institution organizes cultural activities with openness. All students are free to participate in the events with the program of their own liking. These activities serve as a platform for bringing cohesiveness in the social atmosphere of the college. Generally the programs display all the diverse cultural aspects of India.
- 3. Linguistic Harmony:** - The institution is a Hindi medium institution. Girls from Hindi & English medium schools take admission in our institution. The teachers do their best to teach students of both medium in same class by teaching in bilingual method. They provide notes both in Hindi & English. They suggest books of both the medium to students to cater their needs. Library has books in both languages in sufficient quantity to cater the needs of students of both medium. We have a student U. Farsida Riswana in 2016-17 from Dubai who don't understand Hindi and could not read

and write Hindi. The librarian and all teachers helped a lot to that student and as a result of these that student passed her university examination with good marks every year with compulsory paper Hindi.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The institution organizes number of programs to inculcate values, rights, duties and responsibilities of citizens. Few of them are as below: -

1. **Independence Day & Republic Day:** - Every year we celebrate Independence Day & Republic Day in joint collaboration with other institutions of parent body. The celebration consists of cultural programs including patriotic songs and dance, speech, patriotic poetry recitation with High Tea.
2. **Basant Panchmi:** - Every year we celebrate Basant Panchmi in joint collaboration with other institutions of parent body. The celebration consists of Saraswati Pooja, Saraswati Vandana, Bhajan and Prasaad Vitaran. The main aim of this celebration is to inculcate religious values in students.
3. **International Yoga Day:** - Every year on 21st June we celebrate International Yoga Day in joint collaboration with other institutions of parent body. In connection to this day the institution has organized Yoga Training Camps for students as well as teachers. The aim behind Yoga Training is to sensitize students for their mental and physical fitness.
4. **Worlds Aids Day:** - The NSS unit of institution organized World Aids Day on 1st December every year. The celebration consists of awareness Lectures, Poster and Slogan Competitions, Rallies etc. The aim of this program is to make students sensitize towards myths for Aids.
5. **Children's Day:** - The NSS unit of institution with other students of college celebrate children's day every year. The celebration consists of visit to Orphanage and Schools distributing Books, Copies, Chocolates, Biscuits to kids. The aim of celebration of this day is to make students sensitive towards children.
6. **World Environment Day:-** NSS unit participate with Green Army of Raipur in plantation program. This program is known as **Harihar Kranti**. The celebration consists of plantation in whole city. The aim of this program is to keep city green. And to sensitize youth towards environment and make them understand that for healthy life they must have to keep environment healthy.
7. **World Ozone Day :** Every year on 16th September Eco Club celebrate World Ozone Day. The celebration consists of essay writing, poster competition and plantation training. The aim of this celebration is to sensitize students towards environment and to make them aware to keep environment Clean & Green.
8. **Teachers Day:** - Every year on 5th September students celebrate Teachers Day. The program consists of felicitation of teachers, dance, songs, games, quiz, antakshari followed by high tea. The

aim of this program is to form a bond between teachers and students and sensitize students towards their teachers for education, they receive from them.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

National Festivals are celebrated with enthusiasm. Our students are on a mission towards better India. They come together breaking the boundaries of religion and caste. Thoughts of great Indian personalities sowed into the young minds through the exhibitions and programmes conducted on these days. Every year our institution celebrate National Festivals, National Days, Festivals to inculcate secularism and patriotism in students. The detail description of events is as follows:

1. Republic Day: - Every year on 26th January republic day is celebrated with great enthusiasm in joint collaboration with students and teachers of sister concerns.
2. Independence Day: - on 15th August Independence Day is celebrated with great enthusiasm in joint collaboration with students and teachers of sister concerns.
3. Hindi Diwas: - On 14th September Hindi Diwas is celebrated to make students aware of correct use of Hindi Language.

4. 2nd October Mahatma Gandhi Birth Anniversary
5. NSS Day: - On 24th September NSS Day is celebrated by NSS Unit to motivate students to serve nation.
6. Children's Day - On 14th November every year children's day is celebrated by NSS Unit with other student of college.
7. International Yoga Day: - On 21st June every year we celebrate International Yoga Day.
8. 12 January Swami Vivekananda Birth Anniversary Youth Day
9. 23 January Netaji SubhashChandra Bose Birth Anniversary
10. 5th September Dr.Sarvpalli Radha Krishnan Birth Anniversary

File Description	Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

1. **Title of Practice:** Cleanliness Drive
2. **Objective of the practice:** To motivate students towards cleanliness and hygiene of city and surrounding.
3. **The context:** It is an attempt of institution to divert and motivate students for maintaining cleanliness and hygiene of surrounding. Being women college, prime aim of this practice is to transform girls quite responsible and strong to face challenges in their personal and professional life. As mission of our institution is holistic development of students, along with academics we try to involve students in activities like "Cleanliness Drive".
4. **The Practice:** - The students of institution are encouraged to participate with NSS unit of college in cleanliness drive. Regular cleanliness activities are conducted in college campus and near by places. For widening the area of work NSS unit collaborates with Green Army an NGO. The students regularly work for cleanliness of community areas of city like Budha Talaab, Narraiya Garden, Gajaraj Bandh and many more. Students are supported by municipal corporation of city for this activity.
5. **Evidence of Success:** Budha Talaab was loaded with waste material and garbage when drive was started. Approximate 25 days of work the changed ambience of river is quite visible. Similarly Gajraaj Bandh was a big river covering 230 acres of area. Half of this river is occupied by Irrigation Department and the students of our institution along with Green Army and municipal corporation work to preserve the remaining part of this river. As a results of our effort, government has taken cognizance of this matter.
6. **Problem encountered:** -

- Difficult to motivate students to participate in such activity at wide range.
- Difficult to get permission from parents to involve girls in this activity.
- Participation of municipal corporation along-with students at their time.
- Mutual understanding between the volunteers and workers.

7. Resources required: -

- Human resources (students)
- Cooperation of government bodies.
- Cleanliness tools and facilities of transportation.
- Proper place to dump the garbage.

1. **Title of the practice** : Enrichment of study through expert lectures.
2. **Objective of the practice:** To make students more interpretative. To widen the range of study. To motivate students towards new aspects of subject. To provide more focus on subject. To prepare for a career boost towards leadership through expertise of subject. To enhance confidence.
3. **Context of the practice:** Education is all about progress and impact that it creates in real world. This impact requires rethinking mental models and changing our behavior. While traditional academia provides strong base, it is important to learn from people who are known for creating impacts. Experts lectures are always essential to truly get an insight on how the real world works in order to apply all our learning on to our jobs. Finding experts that will challenge our thinking leads to rationalizing outside box too. There is always someone out who can help a student get unstruck and stay motivated. To provide us student an additional fuel of growth regular studies getting experts on board can prove to be extremely efficient. This will allow students to become more interpretative. From widening the range of study and providing more focus on certain subjects that keep them interested they require not just the right skill but also the right mindset. This is possible when experts share their personal experiences and insights that a student won't find anywhere else. Through these expert lectures taught by professionals themselves we aim to provide quality, up-to-date instruction that aligns with the pace at which industry moves. The content shared is beyond regular text books. This allow students to be aware of new trends and technologies advancement in today's day and age. Students will get access to knowledge about skills demanded by industry, that are not necessarily always covered by formal education. By stepping into the minds of these experts students will gain more awareness about the possible opportunities in their respective career streams. This will also teach them about workplace culture and why results matter when working on projects.
4. **Evidence of Success:** The expert's lectures are highly effective. Many new ideas and concepts are introduced and explained by experts that make students attentive towards subject. The sessions are generally interactive as students ask questions to satisfy their queries.
5. **Problems encountered and resources required:** As all activities and events have their own pros and cons therefore this best practice of our institution also face some problems. These are generally Time Management, Time Limitation, Difference in Mental Level
6. **Resources Required:** Consent of expert for lectures. Active participation of faculties and students. Availability of proper space. Availability of projector, laptop.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Gurukul Mahila Mahavidyalaya is managed by Bhatkhande Lalitkala Shiksha Samiti a society with a mission of imparting education to girls with art and culture. So the institution follows multidimensional concept that concentrate upon the all-round development of the students. It includes elevation of college experiences, social and emotional development of student during her stay in the institution acting as bridge between peers and institution achieving and maintaining optimal physical health and becoming socially adorable after leaving the institution.

Under the elevation of college experiences, the institution tries hard so that students achieve good results in exam. Utilization of hybrid teaching, ICT enabled teaching, use of chalk and duster, video lecture and PowerPoint presentation, dictation of notes are provided to students as per syllabus. Mentor mentee system promotes, teacher student interaction in the classroom. Well-equipped labs and computer labs, clean washrooms, well maintained campus gives aesthetic experience. Many committees, councils and clubs are formed for developing management and participative skill. Throughout the year many curricular and co-curricular activities are organized for students. This is what acts as fulfillment of vision and mission of institute.

For social and emotional development of students, institute offers NSS and Red Ribbon Club extension activity. It includes HIV awareness, traffic awareness, blood donation, greenery, plantation, visit to orphanage and old age homes and leprosy centers. The aim of such programs is not to invoke sympathetic feeling but to induce empathy in them.

For student support the institution has a scholarship facility. Post metric scholarship is disbursed by government to beneficiaries every year. At institute level provision of exemption of fees is executed through procedure.

Physical and mental fitness are associated with each other. The institution works for this with help of Sports officer who is another asset of the institution, responsible for promoting physical fitness of students and motivating students to participate in sports events. Institution gives priority to players at the time of admission and provision of consideration of fees for players is a practice. Every year students participate in sector, inter sector, state, university level sports competition. At college level annual sports meet is organized to create interest for sports amongst students.

Entrepreneurship camps and workshops are organized almost every year to make the graduating students an entrepreneur. Cultural activities of the institution are organized regularly every year to enhance hidden

talents of students which make them feel and understand their talent.

Location and campus of college is a great fascination for students. Campus is surrounded by boundary-wall and absolutely safe for girls. Greenery is maintained. Eco club and NSS unit throughout the year organizes many activities to motivate students for cleanliness, green campus, plastic free campus. Flex, banners are placed at college campus to make student aware about these social responsibilities.

The institution has and will always thrust towards attaining its single point agenda of holistic development of students through above strategies.

File Description	Document
Link for appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Bhatkhande Lalitkala Shiksha Samiti is a charitable society registered under Society Registration Act 1973 and having its registered office at Kalibadi Road, Raipur (C.G.). The society is founded in 1950 by **Dr. Arun Kumar Sen**, founder President for spread of arts and education. Dr. Arun Kumar Sen founder president of Gurukul Mahila Mahavidyalaya had a vision of holistic development of female fraternity. By establishing Gurukul Mahila Mahavidyalaya Dr. Sen tried to frame his vision. Institute was started with approximately 45 students in commerce, science and computer science stream. At present approximately 1000 students are studying in the institute. The growth rate is clear cut picture of achievement of vision. Institute is affiliated to Pt. Ravishankar Shukla University, Raipur so we strictly follow the curriculum of university as well as guidelines of Higher Education Department of Chhattisgarh, but our teaching learning methodology is designed for intellectual, social and personal development of our most important stake holders; students. As we are passionate for holistic development of students, around the year we organized cultural intellectual literary and sports activity. Institute always try that no stone of hope turn untouched.

Concluding Remarks :

Self-Study Report reflects the strong teamwork among the management, teaching, non-teaching staffs and their devotion. Growth rate is visible through academic result and admission numbers. Combination of discipline and humanitarian work culture is visible through sincerity and devotion of gurukul staffs which reflects in their work. Satisfaction of students can be measured through their diversion for higher studies. Through curricular and co-curricular activities gurukul family has and will always thrust towards attaining its single point agenda of holistic development of the students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
2.3.3	<p>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 30 Answer after DVV Verification: 25</p>																				
2.4.3	<p>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</p> <p>2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 208 Answer after DVV Verification: 181</p>																				
3.1.1	<p>Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>70.94</td> <td>59.84</td> <td>20</td> <td>32.57</td> <td>43.73</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>70.94</td> <td>59.84</td> <td>20.00021</td> <td>32.57</td> <td>43.73</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	70.94	59.84	20	32.57	43.73	2020-21	2019-20	2018-19	2017-18	2016-17	70.94	59.84	20.00021	32.57	43.73
2020-21	2019-20	2018-19	2017-18	2016-17																	
70.94	59.84	20	32.57	43.73																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
70.94	59.84	20.00021	32.57	43.73																	
4.1.3	<p>Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</p>																				

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 06

Answer after DVV Verification: 08

5.2.3 **Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**5.2.3.1. **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.) year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	2	1	1	0

5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	8	4	3	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
03	8	4	3	4

Remark : Input accepted with reference to the given clarification.

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	1	1	2	2

Remark : Input accepted with reference to the given clarification.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	25	34	27	28

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	25	34	27	28

Remark : Input accepted with reference to the given clarification.

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	6	3	1	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	6	3	1	2

Remark : Input accepted with reference to the given clarification.

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: C. 2 of the above

7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D.1 of the above</p>
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2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>153</td> <td>152</td> <td>151</td> <td>150</td> <td>150</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0153</td> <td>152</td> <td>151</td> <td>150</td> <td>150</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	153	152	151	150	150	2020-21	2019-20	2018-19	2017-18	2016-17	0153	152	151	150	150
2020-21	2019-20	2018-19	2017-18	2016-17																	
153	152	151	150	150																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0153	152	151	150	150																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>7</td> <td>7</td> <td>7</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>7</td> <td>7</td> <td>7</td> <td>7</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	7	7	7	7	7	2020-21	2019-20	2018-19	2017-18	2016-17	07	7	7	7	7
2020-21	2019-20	2018-19	2017-18	2016-17																	
7	7	7	7	7																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
07	7	7	7	7																	
2.1	<p>Number of students year-wise during last five years</p>																				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1003	972	1091	1144	1044

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01003	972	1091	1144	1044

2.2 **Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
310	310	301	287	301

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0310	310	301	287	301

2.3 **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
411	375	428	423	341

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0411	375	428	423	341

3.1 **Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
30	30	30	28	29

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
25	26	26	26	26

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
28	28	28	28	28

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
028	28	28	28	28

4.2 **Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16.33	61.92	31.59	42.41	35.71

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
016.33	61.92	31.59	42.41	35.71

4.3 **Number of Computers**

Answer before DVV Verification : 60

Answer after DVV Verification : 59