YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	`Raja Bhoj Government College`
• Name of the Head of the institution	`Mr. Anil Kumar Shende`
• Designation	`I/C Principal`
• Does the institution function from its own campus?	`Yes`
• Phone no./Alternate phone no.	`9424352614`
• Mobile no	`9630279115`
• Registered e-mail	`rbgovtcollegekatangi@gmail.com`
• Alternate e-mail	`rajabhoj.iqac@gmail.com`
• Address	`Village Cheechgaon, Seoni Road, Ram Nagar, Katangi`
• City/Town	`Katangi`
• State/UT	`Madhya Pradesh`
• Pin Code	`481445`
2.Institutional status	
• Affiliated /Constituent	`Affiliated`
• Type of Institution	`Co-education`
• Location	`Rural`

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**Raja Shankar Shah University, Chhindwara**	
• Name of the IQAC Coordinator	**Dr. Kusumlata Uikey**	
• Phone No.	**9630279115**	
• Alternate phone No.	**8839743894**	
• Mobile	**9630279115**	
• IQAC e-mail address	**rajabhoj.iqac@gmail.com**	
• Alternate Email address	**hegckatbal@mp.gov.in**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.rbgovtkatangi.com/	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://rbgovtkatangi.com/download/college-academic-calendar-2021-22/	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.89**	**2022**	**15/03/2022**	**14/03/2027**

6.Date of Establishment of IQAC	**08/12/2020**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Pramod Meshram	**Excellence Academic Activities MPHEQIP**	**World Bank Project**	**2021**	**100000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	[View File](#)

9.No. of IQAC meetings held during the year	**3**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

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

• If yes, mention the amount	

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

Organized Various Academic Excellence Activities webinar, Seminars, Workshop, Expert Lecture and Field Visit etc. for students.

Organized a training program on "Hand on Microsoft Office and Online Tools" for faculty members.

Assisting and forming policies to implement the "National Education Policy-2020" for first year undergraduate students in this college.

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

Plan of Action	Achievements/Outcomes
Conduct of IQAC Meeting	**In addition to three IQAC meetings quarterly. • Quality check at various levels and places are continually done and quality enhancement protocols implemented. • IQAC surprise visit to the department for quality check. • Faculty Sensitization towards data collection.**

Conduct of National Conferences, Seminar, Workshop and Webinar for faculty members	• Increases in faculty participation on research through conduction subject Conference, Seminar in Research Methodology emphasizing the quality of publication.
Preparation and submission of data to AISHE	Submit data in AISHE web portal.
Apply for 2f and 12B Certification	Submit application to UGC for 12B certification.
Preparation and submission of AQAR	Faculty sensitization program about AQAR submission
Feedback analysis for various classes	IQAC has developed feedback mechanism for students.
Conduct and Analysis of Academic and Administrative Audit	• IQAC coordinated in the conduction of Academic and Administrative Audit by internal committee. • Recommendation of the audit committee were analyzed and necessarily steps are taken towards achieving the outcome.
Research	• Analysis of research articles in journals published by the faculty members. • Seminars/Workshop on enhancing the quality of research capacity building and strengthening of IPR.
Creating ECO System	• Placing LED light throughout the campus. • Ban of plastics within the campus. • Establishment of Environment club. • Creating Awareness on cleaning and Greenery.
MOU's	Stablishing MOU's between academic bodies and Industry.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	20/01/2023

15.Multidisciplinary / interdisciplinary

Our college include various type of interdisciplinary activity in their curriculums like we include name of student in different types of committee, we include different strims students in various type of programmes etc.

16.Academic bank of credits (ABC):

Presently our college is affiliated to Raja Shankar Shah university so we are following rules and regulation of our university. Our university exam pattern based on percentage basis.

17.Skill development:

Under the Swami Vivekananda career Guidance cell, the following skill development program were organiged for UG and PG students

(1) Behaviowral skill

(2) Computer skill

(3) Enterpreneurship skill.

Student were actively engaged in the above skill development programs and we recived a good responce from them.

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

In order to build and effective interface between various knowledge

systems in the faculty members are actively involved in organizing various webinar, seminar, expert lecture and field visits. Our college organized webinar in Intellectual Property Rights and or Industry Academia and Innovation under the aggies of IQAC. Besides from Academics, college organises youth festivals and sports competitions to provide a wider area of scope for students to grow.

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

College has adopted Program Outcomes (POs) and has formulated Program Specific Outcomes (PSOs) for all the programs. Course Outcomes (COs) are also specified by RSSU Chhindwara in syllabus itself. Every year, the college organizes zero classes/ induction programs for newly admitted student's states and displays the program and course outcomes. There, the syllabus and various modes of internal assessments are discussed, and students are made aware of the cultural program, as well as sports activities. The scope and outcomes of each course and program are clearly stated in terms of what knowledge or skills students will gain through the program or course. The programs scope in terms of career and profession opportunities is also detailed. All these enables students to have prior knowledge of the program or course that they wish to pursue. Teachers are also made aware of the program outcomes in order to orient their teaching methods and knowledge for effective curriculum delivery.

20.Distance education/online education:

Our college is situated in rural area so most of the students come from poor background. Therefore, some students are not able to come regularly due their job and their work. For achieving our vision and mission our college is serving as Centre for distance learning through Madhya Pradesh Bhoj Open University.

Extended Profile

1.Programme

1.1   **332**

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

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

2.Student

2.1   **3460**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **898**

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

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

2.3   **1008**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **35**

Number of full time teachers during the year

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

3.2   **38**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**332**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File]

2.Student

2.1	**3460**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2	**898**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File]

2.3	**1008**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File]

3.Academic

3.1	**35**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File]

3.2 Number of sanctioned posts during the year	38

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	17
4.2 Total expenditure excluding salary during the year (INR in lakhs)	30.32396
4.3 Total number of computers on campus for academic purposes	8

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

This institution follows curriculum prescribed by Raja Shankar Shah University Chhindwara. Government of Madhya Pradesh implemented National Education Policy 2020 in state on August 26, 2021.Under this Policy, Major, Minor, Elective, Vocational, Internship, Field Project work havebeen included in undergraduate courses. The college offers UG (B. A, B.Sc., B. Com.) PG (M.A, M.Sc.) programs. Divided into core and elective programs. There is a Janbhagidari Committee which include Self-financed courses at PG level namely-M. A. Sociology, Political Science, Economics and B.Sc. Computer Science at UG level.

For transparency in internal assessment, marks obtained by students are displayed on notice board and record of same is kept with the subject teacher and later submitted to examination control office. If any student has any grievance, then that complaint is redressed on time. The internal assessment marks are updated on university portal and external final exams are

conducted by university in college. Yearly feedback of students is taken. Students' performance record is periodically analysed, assessed. Different laboratories for science, Botany, Chemistry, Geography, Physics and Zoology includes practical learning. Other modes of practical learning include projects, internships, field trip, excursionsfor students, also Teachers utilize teaching learning resources for conferences, Seminars, Symposia etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rbgovtkatangi.com/download/college-academic-calendar-2021-22/

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

All the activities are conducted in the college right from the beginning by matching the college's own Academic Calendar and University's Schedule with the Academic Calendar issued by the Department of Higher Education, (M.P.). It includes Starting Classes, Teaching Work, CCE, Practical Examination, Preparation for examination, Semester and ATKT Exam, Extra Curricular Activities like games, NSS, Youth Festivals, Celebration of Important National and International days, Annual Function, Publishing of the Annual Magazine etc. are planned and executed as per Academic Calendar.

The competitions for the extracurricular activities related to sports and NSS are completed in the month of October. The data collection for the publishing of the college magazine "PRAYAS" starts from the month of November and the magazine is published till the end of February. Final annual examination at undergraduate level is held between the month of April and May. As well as the Postgraduate semester pattern exam are conducted for first and second semester in the month of December and January same as remaining second and fourth semester examination is conducted in the month of May and June.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rbgovtkatangi.com/academic-calender/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

10

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

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

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

0

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

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

0

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

1.3 - Curriculum Enrichment

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

This college follows the syllabus prescribed by the Dept of Higher Education (M.P.) and Raja Shankar Shah University Chhindwara which includes the topics related to gender, environment and sustainability, human values and professional ethics in the provided syllabus. A brief description of courses which addresses these issues are:

1. Gender: The following courses involves gender issues which shows the status of woman in society or reveals their role in empowering the society.

a. Hindi Language

b. English Language:

c. Hindi Literature

d. English Literature

e. Economics

f. Sociology

g. Political Science

2.Environment and Sustainability: Environmental Studies, include issues related to environment and sustainability in the context of global warming and resource management, water harvesting and solar energy sources.

a. F.C.-II English Language

b. F.C.-III Environmental Education

c. Political Science

d. Economics

e. Geography

f. Chemistry

g. Zoology

h. Botany

3. Human Values: following courses includes the topics related to Human Values.

a. F.C.-I Hindi Language

b. F.C.-II English Language

c. F.C.-IV Yoga Science

d. Hindi Literature

e. English Literature

f. Political Science

g. Sociology

h. Geography

i. Zoology

4. Professional Ethics: Following courses includes the topics related to professional

ethics.

a. Hindi Language

b. Hindi Literature

c. Political science

d. Zoology

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

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

12

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

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

1175

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://rbgovtkatangi.com/wp-content/uploads/2023/02/1.4.2-Additional-Information-1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://rbgovtkatangi.com/wp-content/uploads/2023/02/1.4.2-Additional-Information-1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1458

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

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

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

898

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Learning levels are assessed initially keeping in mind the following objectives:

1.Identification of slow and advanced learners.

2.To meet diverse learning needs of students.

3.To bring fine tuning in teaching learning process.

To meet the above requirements the assessment of the summative evaluation is done in following manner:

Summative Evaluation:

Summative evaluation describes the evaluation of students in which the focus is on the program's results. The results from the previous semester or year are analysed for assessment. Remedial classes and peer tutoring are set up for the slow learners so they can stay up with the class after the slow and advanced learners have been identified.

Remedial Classes:

Remedial classes are arranged for the slow learners to make them competent with the other students by giving them efforts on college level. These are free classes which are scheduled before or after the main classes providing extra time for their improvement.

Peer Tutoring:

Peer tutoring is a flexible, peer-mediated technique in which

students serve as both academic tutors and tutees. To review important academic or behavioural ideas, a higher performing student is typically matched with a lower performing student. Both the tutor and tutee benefit academically and socially from it.

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

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

Number of Students	Number of Teachers
3460	35

File Description	Documents
Any additional information	[View File](View_File)

2.3 - Teaching- Learning Process

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

Raja Bhoj Govt. College's motto is "holistic development and meaningful learning," and this is made possible by a supportive environment and opportunities for student-teacher interaction. The college makes every effort to fully understand the scope of student-centric learning in light of its significance. Every effort is made to ensure that students actively participate in the entire teaching and learning process. The college's emphasis on student-centered education sets it apart from other institutions. In addition to traditional classroom instruction, the college's teaching-learning process places a strong emphasis on developing students's skills, experience, and knowledge. The following are some examples of experimental learning, participatory learning, and problem-solving methodologies used in and outside of the classroom:

1. Establishing a favourable and advantageous teaching-learning environment.

2. Active Learning through Excursions and Educational Tours.

3. Project-based education

4. Laboratory facilities in all science subjects: Students at the institution can learn creatively and experimentally with the aid of instrumental laboratories in the departments of chemistry, zoology, and botany.

The college also offers a well-stocked library that is full of the books which the faculty effectively makes use of to give the students up-to-date information.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/2.3.1-complete.pdf

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

The college follows Information and Communication Technology (ICT) enabled teaching in addition to the traditional classroom education. Teachers are combining technology and traditional modes of instruction to engage students in long-term learning. The faculty of Raja Bhoj Govt. College use various ICT enabled tools to enhance the quality of teaching learning.

These include the following:

1. Power Point Presentations: Faculty are encouraged to use power-point presentations (PPT) in their classroom instruction by utilizing LCDs and projectors. They also have access to a digital library, online search engines, and websites to help them prepare effective presentations.

2. Online Quiz: Faculty use Google Forms to create online quizzes for students.

3. Video Conferencing: Students are counselled with the help of Zoom / Google meet applications.

4. The online learning environments are intended to teach students how to solve open-ended

problems.

5. Teachers have used various online tools, such as Google Meet, to teach mathematical subjects

online.

6. Most of the faculty use interactive methods for teaching. The primary focus is on classroom

interaction through seminars, debates, group discussions, assignments, tests/viva, and laboratory

work.

7. Online Competitions: Several online competitions like Poster making, Project presentations, paper presentations etc. are being organized with the help of various Information Communication Tools

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

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

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

35

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

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

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

18

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

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

2.4.3.1 - Total experience of full-time teachers

173

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The University determines and announces the final evaluation method, and each college is expected to adhere to it. It is required to submit a practical record that is reviewed, and their marks are added during the final consolidation of results, for those subjects where practical exams are part of the curriculum. Some disciplines additionally require a project report, which is taken into account when evaluating students. A small number of teachers serve on the university's examination committee, setting the questions and reviewing the answer books.

Students are given information through the usage of the college notice boards. Additionally, announcements are issued from the principal's office informing students and instructors of any recent changes and exam-related notices. Transparency in Continuous and Comprehensive Evaluation (CCE).CCE aims at continuous assessment in theory subjects. CCE is taken in any one of following mode-

Assignment

Class Teaching

Class Test

Viva

Book Review

Poster making

Answer sheets are presented to the studentsin the classroom following CCE. The instructor talks to the class about the possible answers to the questions.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

Students are handed the graded answer sheets for internal assessment during class, and faculty members will resolveindividual grievances with students on the paper if they so wish. The faculty promptly corrects any errors that students bring to their attention.

To ensure the regular evaluation procedure, the Head of Department (HOD) randomly checks the amended response scripts. The Raja Shankar Shah University (RSSU), Chhindwara web page has the students' CCE/Internal exam scores uploaded.

To ensure the efficient administration of RSSU exams, the college appoints an exam superintendent. The exam superintendent for the college handles any problems that students may have. Exam related complaints are taken into consideration, discussed with the principal, and, if required, reported to the university by the examination section.

Questions regarding final exam results, mark sheet corrections, and other university-issued certifications are handled at the RSSU examination section after being sent through the college examination section. Students may apply for reassessment and retotalling by submitting a fee on the university's website if they are not satisfied.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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.

Program Specific Outcomes (PSOs) have been prepared for each programme by the college based on Program Outcomes (POs), which have been adopted. Course Outcomes (COs) are additionally listed in the syllabus itself by Raja Shankar Shah University (RSSU), Chhindwara. For newly admitted students, the college conducts Zero Classes/Induction programmes every year and presents the programme and course outcomes. Students are informed of the cultural

programme and sporting events, and the syllabus and other internal assessment methods are discussed there. Each course and programme has a clear description of its objectives, including what knowledge or skills students will acquire as a result of participating in it. The extent of the programme in terms of employment possibilities is also thoroughly described. All of these help students gain background knowledge about the programme or course they want to study in. In order to match their teaching strategies and subject-matter knowledge for effective curriculum delivery, teachers are also made aware of the programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institution's curriculum emphasises competence and employability abilities. Graduate and postgraduate programmes prepare students for employment options in state and federal government agencies. Even though the institution does not offer any technological programmes, all of its traditional curricula and programmes are created to provide students with the greatest possible education. The primary goals of the programme and course outcomes are to transmit knowledge and skills that are essential for developing students' competence and personality. The learning objectives concentrate on teaching values and ethics as well as improving communication and interpersonal skills. The topic content not included in the curriculum is equally crucial to achieving academic success as classroom instruction and the syllabus, and every effort is made in this regard.

The faculty is also encouraged to pursue further education, take part in faculty development programmes, and attend seminars in order to keep up with current trends in teaching methodology and delivery. Project work and field trips are required for certain undergraduate and graduate programmes. Workshops, seminars, and other experiential learning activities are also utilised to evaluate the results in a more indirect manner. Based on student progression to higher education and placement, the programme

outcomes and program-specific outcomes are also discussed.

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

2.6.3 - Pass percentage of Students during the year

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

720

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

2.7 - Student Satisfaction Survey

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

https://rbgovtkatangi.com/wp-content/uploads/2023/02/2.7.1-1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Various activities are organized by this institute from time to time to promote innovation among the students.These activities

were conducted in the session 2021-22, under which the students were taken on an industrial tour to gain practical experience and knowledge related to the subject and they were taken on a tour of "Selwa Nursery" to get information related to vegetation. On the behalf of college, the students were taken ona tour of the Fisheries and Handicrafts Centre for skill development related to business, so that they could get useful information about employment.Staff members and students also do yoga together, for inspiring our students to imbibe mental and physical health activities in our daily life. The institute has also created the Environmental club Mission of the Environment Club is to create awareness, motivate and importance of environment conservation.NSS and the college get the work related to cleanliness done in the college and nearby villages.Nukkad-Natak has also been conducted by NSS student for voter awareness.To enhance the talents of the students, many innovative activities are conducted in the youth festival and annual function like Rangoli, Poster, Cartoon poster, Clay art, Dance, Singing etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/3.2.1-Additional-Documents.pdf

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

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

2

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

4

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

3.4 - Extension Activities

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

The institute organizes various extension activities for the holistic development of our students so that the students can understand their duties and responsibilities towards the society. AIDS related information was provided to the students by our college under the Red Ribbon Club, whose purpose was to educate the students about AIDS and other diseases with the right information and to beware about the misconception prevailing in the society. To promote collaborative efforts and create awareness about the spirit of cleanliness in the society, College Cleanliness Campaign was conducted by the college faculties and students. Every year women's day is celebrated by the college. The objective of Women's Day is to express love and gratitude towards women's contribution to our lives and society. The institute has also created the Environmental club Mission of the Environment Club is to create awareness, motivate and importance of environment conservation. NSS unit of institute organizes various extension activities like Plantation programme, Swachha Bharat Abhiyan, Swachhata Prerna Mahotsav, Swachhata Jagrukta Karykram etc. Object of this events is to create awareness, and importance of environment conservation. Apart from this, various activity conducted by Azadi ka Amrit Mahotsav.

File Description	Documents
Paste link for additional information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/3.4.1-Additional-Information.pdf
Upload any additional information	View File

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

25

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

2813

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

2

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

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File]
Any additional information	[View File]
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File]

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has a build-up area of 2187 square metres and is encircled by a paved boundary wall on 10 acres of land. The campus building has, two seminar rooms with ICT facilities, Laboratories for Computer, Chemistry, Botany, Physics and Zoology; an Exam Control Room, Department of Mathematics, Girls Common Room, Sick Room, Staff Room, and 17 classrooms with basic facilities for teaching-learning. The library contains two rooms and a collection of 23,164 books and newspaper subscriptions (English & Hindi). A diesel generator (7.5 KVA) is installed in the campus for uninterrupted power supply. There is a hand pump and a covered well inside the campus. The college has a cement concrete road connecting the entrance gate and college main building. The

college has a playground measuring 5805.74 sq. mts. Separate parking and drinking facility (RO-water Purifier) are available in college campus.

Our college campus has a Botanical Garden containing a variety of plants for the purpose of medical usage, important to scientific research etc. The Department of Higher Education under World Bank (MPHEQIP) is building a new building which includes Seminar Hall, Girls Common Room, Library, E-Library, and facility for Yoga & Gym.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

Sports Facilities: The Institution has facility for sports and cultural activities. There is a huge playground for cricket, football, volleyball and Kho-Kho Badminton etc. Indoor sports, include Table Tennis, Chess, and Carrom. The sports department holds events for faculties and students. We support and encourage students through campus level festivals & events to inspire them for participating in the National, University, and State Levels.

Gymnasium and Yoga centre: This facility is under process under the guidance of Gymnasium and Yoga centre in our college. (Ref. letter No.- Letter No./700/2020, Katangi, Date-23/09/2020)

Cultural Activities: The cultural unit is one of the strongest assets in the college. Our performance in cultural activities has been outstanding in the last years. The college always encourages students to participate in various cultural and literary activities and make the students excel in their fields of interest. The college conducts various cultural activities on the occasion of Annual day, Youth Festival, Yoga Day, Independence Day and Republic Day in which students exhibit their talents. The student's participation in cultural activities develop aesthetic sensibility and an appreciation for the arts.

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

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

2

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

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

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

1.21662

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

4.2 - Library as a Learning Resource

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

The Library of Raja Bhoj Government College, Katangi have e-Granthalaya Library software for the benefit of staff and students

at the college, the library management software is easy to use, simple and adaptable to your current system. Its low-code no-code setup doesn't require an IT head support. The reader only to enter a specific keyword into the software. The multiple filtrations facilitate efficient book findings in just seconds.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

3.6417

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

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

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

18

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

4.3 - IT Infrastructure

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

The Wi-Fi facility for the college office is provided by MP SWAN (State Wide Area Network) which is an initiative of the Government of Madhya Pradesh to facilitate Government Offices of Madhya Pradesh with Free Internet Connection. The Bandwidth of the internet connection at Tehsil Level (Katangi) is 8 MBPS while the bandwidth of the internet connection at the college level is 3-4 MBPS. All the online administrative works/online communications (e-mails etc.) of the college are facilitated by SWAN. For the purpose of online teaching-learning and personal usages faculties, students and non-teaching members of the college utilize their personal laptops and mobile internet connection/Wi-Fi/Hot-Spot to operate computer systems and projector in the college.

S. No.

Type/Name of IT Facility

Quantity

1

Computer System (Monitor +System Unit (CPU) + Keyboard + Mouse)

08

2

Printer

04

3

Photocopy Machine

02

4

LCD TV

02

5

LCD Projector

02

6

LCD Projector Screen

02

7

CCTV Camera

11

8

Wi – Fi Router

06

9

DVR

01

Photocopy Machine

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

4.3.2 - Number of Computers

08

File Description	Documents
Upload any additional information	[View File]
List of Computers	[View File]

4.3.3 - Bandwidth of internet connection in the Institution	**E. < 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

23.1245

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

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

The college has a structured system for maintaining and utilizing the facilities present in the campus. There are various committees working at the college level that ensures the proper maintenance and utilization of the available resources. Annual maintenance and repair of the infrastructure is done by the college management whenever it is required. Classroom Facility Maintenance and Computer Regular Cleaning, dusting and maintenance etc. of the classrooms and computer room are carried out by the assigned staff members or professionals under the guidance of the Head of the Institution.

Sports Facility Maintenance: The sports facilities of the College are maintained by the Sports Office. A stock register and an issue register are maintained to ensure the proper handling of the sports items. Regular maintenance of the play area is conducted under the supervision of the Sports Officer of the college.

Library Maintenance: Library advisory committee which looks after the overall maintenance of the library. Regular stock verification process carried out by the college.

Laboratory Maintenance: All the laboratories have with proper light and ventilation. A stock register is maintained for the purchase of lab equipment, instruments, materials and chemicals for each laboratory.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2565

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	*View File*
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	*View File*
Details of capability building and skills enhancement initiatives (Data Template)	*View File*

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

116

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

116

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

209

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The Raja Bhoj Government College in Katangi Balaghat organizes a various of extracurricular events and activities to motivate the students. Together, the institute's students and academic staff participate in and manage events and activities. Students and teachers of institute is entrusted for conducting and organizing the events such as Sports activities, Yuva Utsava, Annual Function.

A brief summary of the procedure followed for these activities are as follows:

Sports Activities - Institute organizes various type of Sport event like Athletics, Badminton, Chess, Cricket, Kabaddi, Karate, Kho-Kho. Volleyball etc. Maximum interested students participated in this sports activity.

Yuva Utsava- Various cultural activities are conducted at the institute like Rangoli Competition, Spot Painting, Slogan Writing, Debates on contemporary Socio-Economic Problems, etc. Winner students are then promoted to participate at the lead district college level and then promoted to take part at the University

level and National Level events.

Annual Function- Institute organized Annual Function to promote the inner talent of college students through extra-curricular activities (Dance, Rangoli, Singing, Food Stall etc.). Many colleges student has been participated on the various competitions and programmes.

The Department of Mathematics celebrated National Mathematics. And organized 2 competition Speech and Posters competition.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

27

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

5.4 - Alumni Engagement

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

During the Academic Session 2021-22, the Alumni Association of this college was not registered, but the IQAC committee of our college contacted the "Office of Firms and Societies, Assistant Registrar Jabalpur Division" for registering Alumni Association of

Raja Bhoj Govt. College, Katangi District – Balaghat (M.P.).
Currently, the registration process is under progress.However,
under the World Bank Project (MPHEQIP) the task of tracking of
Alumni was conducted during the Academic Session 2021-22, in which
information regarding their current job status/higher
education/self-employment/startups etc. were taken on Phone Call.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

To Endeavour to transform the college into a hub of learning,
capable of churning out career-oriented dynamic citizens equipped
with professional skills.

Mission

  • To provide equal opportunity of quality education to the
    students of weaker sections of the society.
  • To help improve the social and economic standards of
    students by molding them into productive and skillful
    individuals.
  • To promote women employment by enhancing their creative and
    intellectual capacity,

Both the vision and mission of the institution is in tune with the

objectives of the Higher Education policies of the Nation. Through its academic policy, extension activities and extra and co-curricular activities, it helps the students in acquiring knowledge, inculcating values, imbibing good citizenship, culture, developing life skills as well as training them for successful careers.

Perspective plans toward achieving the vision and mission of Raja Bhoj Government college:

- Introducing more graduate and postgraduate courses.
- Establishing a facility for producing video/audio lectures.
- Increasing entrepreneurial literacy in women.
- Creating a digital ecosystem.
- Upgrading classrooms, laboratories, and library.
- Identifying and availing opportunities put forward by various non- government funding agencies, Institutions and industries.
- Empowering training and placement cell.
- Involving more teachers in administrative processes.
- Setting up departmental libraries, Digital library.

File Description	Documents
Paste link for additional information	https://rbgovtkatangi.com/vision-mission/
Upload any additional information	View File

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

The institution has adopted an inclusive policy of shared responsibility and utilization of human resources by ensuring maximum involvement of teachers and students. A sizeable number of committees have been framed with their own responsibilities and powers to look into the functioning and growth of the college. The heads of departments are given independent charge and authority in matters related to their respective departments. The student body of the college is entrusted with maintenance of discipline and decorum among the students.

File Description	Documents
Paste link for additional information	https://rbgovtkatangi.com/list-of-committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is focusing to start new UG and Post Graduate Programs. The perspective institutional plan involves infrastructure expansion. The perspective institutional plan is developed following the procedure of involving the cooperation of teachers, students and members. In order to formulate the strategy of development and deployment, the committees are constituted for each and every developmental work. Teachers have to participate in all the institutional plans and wherever the situation demands, students and members of Janbhagidari Samiti (JBS) are involved. Student representatives have to participate in all the institutional plans. All the program Coordinators have generated prospective plans involving their faculties and send to the principal for further actions. The strength is enhanced, weakness/areas for improvements are identified, the opportunities are evaluated and efforts are made to nullify the threats.

For the infrastructure expansion the college has purchased Notice Boards, Multimedia Projector, Display Board, Brother Printer Machines, LED T.V., Desktop Computers, CCTV Cameras, Fire Extinguishers, Multi-Function Machine, Library Software, RO Water Cooler, sanatory Napkin Bending Machine and Construction of New Building (under process) in the college campus for Academic Purposes, Yoga & Gym Centre, Library Building, Reading Room, Girls Common Room, Sports Office, Seminar Hall.

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

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

The university and the guidelines framed by higher education Department are also included in the organization structure of the institution. A Committee comprising faculty members and administrative staff is involved in the planning and implementation, academic audit and evaluation. An optimum level of decentralization and participative decision making process are well in practice.

Organizational Structure:

The Principal is the Head of the institution and hence heads both the academic and the administrative functioning of the college. The faculty members are assigned as academic and administrative heads of their departments. They prepare the time-table, ensure its functioning, conducts the practical exams, CCE tests, project work, and stores departmental record and monitor the teaching-learning processes of the department. Along with teaching, teachers are involved in administration related work such as, admission process, scholarship process and as supporting manpower in various government schemes of student welfare. The office staffs takes care of teachers attendance, their leaves, salary, students grievances, their admission, scholarship, keeping clean and green surrounding.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://rbgovtkatangi.com/wp-content/uploads/2022/09/Organo-gram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college is an institution of the Higher Education Department of the Government of Madhya Pradesh and governed by rules and regulations as affirm by the UGC. Being a government institution, the staffs are extended appreciable welfare benefits, some of which are mentioned below:

· Two years study leave with full pay for teachers to undergo Ph.D. program.

· Medical treatment fees are borne by the government for the staffs and their dependents as well.

· Maternity leave of six months.

· Teachers are permitted to attend career advancement programs at any time of the year.

· Housing and associated facilities as well as HRA are provided.

· Provision of T.A/D.A as and when permissible.

· Employees are extended various kinds of leave such as casual leave, medical leave, earned leave, etc.

· Medical reimbursement facility as per government rules is available for staffs.

The faculty and staff of the college have also constituted welfare schemes to address events such as hospitalization, deaths, retirements, etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

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

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

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

3

18-05-2023 02:35:27

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

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

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

13

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

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

The Department of Higher Education, Government of Madhya Pradesh has framed a mechanism to appraise college teachers and non-teaching staff through Annual Performance Assessment Report (APAR). The Principal of the institution checks all reports of the

teaching staff, marks his opinion and sends them to Additional Director, Divisional Officer and finally to the Commissioner, Department of Higher Education M.P. for further assessment and actions. Under APAR, teachers are not only evaluated in their teaching methodology but also their overall performance and involvement in other areas such as translation work, creation of ICT mediated teaching, Administrative Responsibilities, E-content, Design of new Curricula and Courses, Career Counseling, Research Projects, Extension Services, Research Paper Publications, Research Workshops, Seminars, Conferences or Webinars. In short, APAR is an important report as it provides fundamental and vital inputs for further development of staff. The IQAC of the college keeps helping staff to improve their APAR in all possible ways before submission to higher authority.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

The accounts of the college are audited regularly at two stages-.

(i) Internal auditing of college and Janbhagidari Committee's accounts by a registered C.A.

(ii) External auditing done by the Office of the Accountant General M.P. Government.

There is also a Cashbook and Fee Monitoring and Examining Committee that examines the cashbook and the fee received books, AF, Sports, NSS, and Janbhagidari accounts. All the accounts and their cashbooks, fee and other receipts are examined carefully and report is submitted to the Principal. The internal audit is done by the appointed C.A. yearly and external audit is carried out by office of the Accountant General M.P. Government.

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

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

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

0

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

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

The institution is government funded. All the recurring expenditures are borne by the Government of M.P. The Janbhagidari Committee of the college levy development fee on the students and collect extra fee through its various courses. The fee collected by Janbhagidari is spent on development and renovation of infrastructure and in paying salaries to temporary employee appointed by it.

File Description	Documents
Paste link for additional information	https://highereducation.mp.gov.in/?page=k7 hNTLd3QMFnZN0yt4XRUQ%3D%3D
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC plays dual role to improve and enhance the knowledge capabilities of the students as well as the teachers. IQAC's major focus is at two levels:

a) Teacher-Centric

b) Student-Centric.

For Teachers: In order to boost and enhance the knowledge and teaching skills of the teachers, the college has started organizing workshops/seminars as well as departmental seminars. Teachers are Encouraged to pursue higher their higher studies, attend orientation and refresher courses, short term courses, etc.

For Students: The IQAC is working on several measures to monitor the students' overall performance, particularly with regard to academic progress and attendance records. Their academic performance and attendance are continuously monitored Students' attendances are subjected to strict rules and regulations. Students failing to attain 75% in their attendance are not allowed to sit for the end-semester exam or there are asked to give potential reasons for their absentee. Similarly, malpractices during exams are strictly dealt with.

The IQAC with help of other faculty members or committees also organizes activities like Essay writing, quiz, sketching, poster making competition, slogan writing, extempore. Apart from all these IQAC regularly conducts meeting for discussing new ideas and monitoring old ones.

File Description	Documents
Paste link for additional information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/6.5.1-Additional-Information.pdf
Upload any additional information	View File

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

The teaching-learning process is continuously reviewed through the performance of the students in the internal CCE (Continuous and Comprehensive, Evaluation) examination in which students

performance is evaluated through extension activities, debates, essay writing, role play, assignments and written examination etc.The College not only considers the attendance of students but tries to increase the attendance of students in the classroom. For reviewing the teaching process, all the teachers have to write a teaching diary mentioning the task done, the method used ,topic taught and the hours spent in laboratory and library All the faculty members prepare course objectives (CO) of their subject for the attainment of PO and PSO's and timely completion of syllabus. CO's are assessed through CCE, project, assignments and exams. Heads of the department design program specific objectives (PSO) and program objective (PO) for the respective department. For slow learning students remedial classes are organised where a subject expert teacher teaches students in layman language. In this Covid -19 pandemic times, teaching-learning has been supported by online platforms. For delivering video lectures Google meet, Cisco WebEx and YouTube platforms were used. For providing study material social media application proved to be very useful.

File Description	Documents
Paste link for additional information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/6.5.1-Additional-Information.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

a) Right of women against sexual harassment at workplace, right of women against any kind of gender discrimination is upheld and continuously monitored by various legal and institutional level mechanism. College has discipline committee, anti-ragging cell and grievance redressal committee which monitors the safety and security of women students in college campus. The entire campus is covered under CCTV cameras. There are fifteen cameras which are operational, the footage of recording is continuously monitored by the discipline committee. College from time to time organizes lectures to promote gender equity.

b) Career counselling committee of institute conducts various career-oriented activities for all students at college. Staff members motivate the students to improve their overall personality by participating in various activities organised by the college. Students are also encouraged to participate in sport activities regardless of gender, equally.

c) Common room facility is one of the essential basic amenities which is required for the students. The common rooms have essential facilities for relax, study and discussion in free time. Newspaper and journals are placed in the common reading room.

File Description	Documents
Annual gender sensitization action plan	https://rbgovtkatangi.com/wp-content/uploads/2023/02/7.1.1-Action-Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/7.1.1-Aditional-Information.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Institute encourages the idea of 'reduce-reuse-recycle'. The faculties and students are regularly advised to reduce waste to lower extent and put waste in separate bins kept at different places on the college campus.

Solid waste- Dustbins of different colour combinations are placed in the labs, corridors and outside the college building. Solid waste generated at the institute level is mandatory categorised separated and put in the respective dustbins placed. Students and college staff is made aware of the different colour code of dustbin kept. Biodegradable solid waste collected is disposed at the pit hole created in the college campus.

Liquid waste- at institute level very less liquid waste is generated. College is situated on the sloppy-uneven surface as a result is no stagnant water. Biodegradable liquid waste is put in the hole where it is degraded naturally.

Hazardous chemical waste- very less amount of hazardous chemical waste is generated. Volatile hazardous chemical generated from the laboratories is currently kept in the used waste glass bottles.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**C. Any 2 of the above**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

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

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

Raja Bhoj Government College welcomes students from different social, economic and cultural backgrounds to take admission in more and more. Institute is committed to provide an environment, where students from different sections of society live in harmony. Institute is keen to provide not only quality education but also develop among them values and respect towards different cultures, region and linguistic variations. Institute organises "Youth Festival Program" every year in which college students participate in various cultural competitions and events. Through this event, our students interact with various students of different flairs and get exposure each other.

Social activities- institute recognises its commitment towards society, for this purpose it organises activities outside the campus from time to time. Staff and students of institute undertake the tours of nearby villages where they contribute to the cleanliness of the village and addresses the people about importance of cleanliness and hygienic practices.

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

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

Raja Bhoj Government College is committed to abide, inculcate and promote among students and citizens values enshrined in the constitution. Constitutional values of equality, liberty, justice, fraternity and integrity are the cardinal values which act as the guiding principle for the institution.

26 January- Republic Day is celebrated every year at the institute premises. National flag is unfurled by the college principal and national anthem is sung by the group of students. This is followed by the speech of college principal where ideas, obligations and values of constitution, rights, duties and responsibilities are shared and expressed.

15 August- Independence Day is celebrated every year at the institute. Independence Day celebration is the expression of the ideas and values that motivated and led the independence struggle.

26 November- Constitution Day celebration at the institution involves the reading out the preamble of constitution. Preamble to the constitution represents ideals and aspirations of our constitution framers. The ideals and values e.g., liberty, equality and fraternity are made aware about the students and staff.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rbgovtkatangi.com/wp-content/uploads/2023/02/7.1.9-Event-Report.pdf
Any other relevant information	https://rbgovtkatangi.com/wp-content/uploads/2023/02/7.1.9-Any-ither-relevant-information.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	View File
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 File
Any other relevant information	**No File Uploaded**

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

Raja Bhoj Government College Katangi has diverse set of culturally and religiously different sect of students and faculties. In order to maintain the harmony, mutual trust and develop the feeling of brotherhood among the students and staff member of the institute, institute celebrate various national and international days, events and festivals from time to time.

Gandhi Jayanti- every year on 2nd October is celebrated as Gandhi Jayanti. Gandhi ji and his contribution to Indian independence and philosophy is remembered on this day.

Swami Vivekananda Jayanti as National Youth Day- every year institute celebrates 12th January as the Swami Vivekananda Jayanti and National Youth Day. The ideals of Swamiji are reiterated on this day. Students are motivated and encouraged to participated in the various career counselling activities and seminars.

International women's Day- 8th March of every year is celebrated as the international women's day. Women are made aware about their constitutional rights and special protection provided under the constitution and other Acts.

Human Rights Day- Human Rights Day is observed by the institute every year on 10th December.

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

7.2 - Best Practices

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

Keeping in view the all-round development of the students and their future livelihood and environmental change, best practices are being run by the institute regularly. In the session 2021-22,

institute has conducted "Competitive Entrance Exam Preparation Programme (CEEPP)" to develop students with professional and ethical attitude, effective communication skills and the attitude to have successful careers in various sectors of employment. Apart from good teaching and learning at the institute, workshops and classes are regularly organized in our college for the preparation of competitive examinations and lectures related to it are held.

"Tree Plantation Drive & Environment Friendly Campus Program" run by the institute to sensitize, encourage and engage students and staff member of the college and community about scientific tree plantation for increasing green coverage. Every year students along with the staff plant trees. The saplings have been obtained from nearby NGOs or donated by Selwa Nursery. Subsequent care is taken by the college committee and NSS unit. Due to this program over the years the campus has become lush and green. Also, a herbal garden consisting of plants with medicinal values is planted in the college campus. Presently this practice is continued in the institute and all resources are available to support it.

File Description	Documents
Best practices in the Institutional website	https://rbgovtkatangi.com/wp-content/uploads/2023/02/7.2.1-Best-Practices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The primary purpose of the college is to provide quality education as well as moral and ethical values to students to promote the social responsibilities. Since the college is in backward region and the majority of the students in this college belong to SC, ST, and OBC category coming from rural areas. The college, being a state government institution has a nominal fee structure. Several students get scholarship from State Government, which ensure better education of the economically challenged students. The college has always tried to give not only book knowledge but to educate them with good manner, self-respect, politeness, good physical and mental health. They also focus on national standard of quality education and enduring sense of discipline. The

students are backbone of society so, their first duty is to serve for society. Youth are the great human resources and huge sources of energy so it is quite necessary that they should be aware about the social responsibilities and they are supposed to use their energy for social awareness for the betterment of our developing nation. College also actively encourages the organization of moral and cultural events such as observance of Swami Vivekananda's birthday, Gandhi Jayanti, Independence Day, Republic Day etc.

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

7.3.2 - Plan of action for the next academic year

IQAC Plan of action

Achievements / Outcomes

Conduct of IQAC Meeting-

- In addition to three IQAC meetings quarterly.
- Quality check at various levels and places are continually done and quality enhancement protocols implemented.
- IQAC surprise visit to the department for quality check.
- Faculty sensitization towards data collection.

Conduct of National/International Conferences, Seminars, Workshop and Webinar for faculty members

- IQAC conduct workshop/webinar on IPR.
- Increase in faculty participation on research through conduction subject Conference, Seminar in Research Methodology emphasizing the quality of publication.

Preparation and submission on IIQA

- Faculty sensitization program about IIQA submission

Preparation and submission of data to AISHE

- Submit data in AISHE web portal.

Apply for 12B Certification

- Submit application to UGC for 12B certification

Feedback analysis for various classes

- IQAC has been develop feedback mechanism for students.

Conduct and Analysis and Administrative Audit

- IQAC coordinated in the conduction of Academic and Administrative Audit by internal committee.
- Recommendation of the committee were analyzed and necessarily steps are taken towards achieving the outcome.

Research

- Analysis of research articles in journals publicized by the faculty members.
- Seminars/Workshop on enhancing the quality of research capacity building and strengthening of IPR.

Creating Eco-system

- Planning LED lights throughout the campus.
- Ban of plastics within the campus.
- Creating Awareness on cleaning and greenery.

MOU's

- Stablishing MOUs between academic bodies and Industries.