



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>BHILAI MAHILA MAHAVIDHYALAYA</b>
• Name of the Head of the institution	<b>Dr Sandhya Madan Mohan</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>07882242699</b>	
• Mobile no	<b>7974257413</b>	
• Registered e-mail	<b>bmahila@rediffmail.com</b>	
• Alternate e-mail	<b>sandhyamm59@gmail.com</b>	
• Address	<b>Bhilai Mahila Mahavidylaya, Hospital Sector</b>	
• City/Town	<b>Bhilai</b>	
• State/UT	<b>Chhattisgarh</b>	
• Pin Code	<b>490006</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Affiliated</b>	
• Type of Institution	<b>Women</b>	
• Location	<b>Urban</b>	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Hemchand Yadav University Durg				
• Name of the IQAC Coordinator	Dr Sunita G Rao				
• Phone No.	07883561813				
• Alternate phone No.	07883561813				
• Mobile	9826632988				
• IQAC e-mail address	sgrao1958@gmail.com				
• Alternate Email address	bmmprinci19@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.bmmbhilai.com/pages/AQAR-Reports">http://www.bmmbhilai.com/pages/AQAR-Reports</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://bmmbhilai.com/pages/232/Academic-Calendar">https://bmmbhilai.com/pages/232/Academic-Calendar</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.13	2015	14/09/2015	14/09/2020
<b>6.Date of Establishment of IQAC</b>			19/12/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Bhilai Mahila Mahavidyalaya	IDPS	RUSA	2017-18	20000000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
To create awareness about various methods for conserving water and avoid its wastage		
Advance ICT Tools and Techniques For Higher Educations		
Three months certificate course of 'Foundation Yoga'.		
Making and Distribution of Masks by the students of the Institution during Pandemic COVID 19		
Cooking Competition conducted to Rice as the main Ingredient as it is the staple food of Chhattisgarh.		
<b>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</b>		

Plan of Action	Achievements/Outcomes
<p>The Principal instructed the IQAC to initiate the teachers to prepare videos of their specific course content at UG level and uploaded at the cgschool.in site. The college connected all the students to this site, so that they could visit this site and take the benefit of viewing the lectures of not only their own teacher but the material uploaded by the teachers of various college of the state. The course content of PG classes which was made by the teachers was shared on the university website which could be viewed by the students all over the state.</p>	<p>Through this initiative though the students were not able to attend classes physically they made full use of this videos and course content online without wasting their time. sitting at home the students utilized their full time</p>
<p>Whatsapp groups of all students of specific classes were formed under the coordination of their subject teachers and classes were taken through various media tools like free conference call app, Zoom Calls, Google Meet, You Tube and Facebook Live as per the convenience of the teachers. The teachers formed their own links and shared it with the Principal and the students.</p>	<p>Students could conveniently connect to the links given by their subject teacher and attend these online classes as good as being offline and made full use of their time even while sitting at home.</p>
<p>Principal instructed teachers to organise online programme to create awareness regarding Covid 19 and the ways and means to overcome it through various competitions like poster making, slogan writing and painting etc.</p>	<p>Students participated in these activities with full enthusiasm and came out with their creative ideas to spread awareness amongst masks regarding Covid 19 and its impact</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p>Yes</p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Bhilai Education Trust	12/10/2021
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021	16/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	
<b>17. Skill development:</b>	
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>	
<b>20. Distance education/online education:</b>	

## Extended Profile

### 1. Programme

1.1

24

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1 **1821**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2 **1091**

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **656**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**3.1 **61**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **70**

Number of sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>24</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1821</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1091</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>656</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>61</b>
File Description	Documents
Data Template	No File Uploaded

3.2	70
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	42
Total number of Classrooms and Seminar halls	
4.2	67.28 lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	99
Total number of computers on campus for academic purposes	

## 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

Bhilai Mahila Mahavidyalaya is affiliated with Hemchand Yadav Vishwavidyalaya, Durg for the last five years. The college follows the curriculum designed by the affiliating University. The University keeps changing the curriculum from time to time keeping in view the changing educational needs. The college calendar is updated in accordance with the calendar of the affiliating University and the academic activities strictly adhere to this academic calendar which covers the admission dates, internal tests & exams including various curricular and extracurricular activities, sports events, youth festivals & annual functions as well as national and local holidays. The calendar also consists of plans regarding Fieldtrips, excursions & dissertations.

The Principal and HOD'S are responsible to see that the calendar is implemented meticulously. The faculty members are briefed about the academic activities of the college in the first meeting that is conducted on the commencement of the session. Further the HODs



hold departmental meetings where she distributes and assigns the workload to her departmental staff members. The faculty members prepare their teaching plans for both theory and practical classes.

The teachers are provided with a daily diary in which she records the daily teaching plan. This diary is monitored by the HOD and Principal of the college from time to time to see the progress of syllabus coverage.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://bmmbhilai.com/assets/img/upload/Time Table2.pdf">https://bmmbhilai.com/assets/img/upload/Time Table2.pdf</a>

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

The academic session starts every year in the month of July and ends in the month of June the following year. The session starts after the completion of the admission process both at the UG & PG levels and the message regarding the opening of admissions is conveyed and spread through word of mouth, newspaper advertisements, scrolling of the message on local TV channels, college website, banners & hoardings within and around the college. The admission procedure is open and transparent and done on a merit basis, 1st cum 1st serve bases and as per the rules laid by Higher Education and affiliating university also keeping in mind the reservation policy laid by the government for SC/ST & OBC students. General Time Table is displayed on the noticeboard and the month-wise teaching plan by HoD's is distributed to their departmental staff. Guest lecturers and contractual teachers are appointed to overcome the dearth of regular teaching staff.

Induction and orientation programmes are organized for fresher's both at UG & PG levels and they are acquainted with the working, functioning, rules and expectations of the institutions from them.

(No Academic calendar was prepared by Hemchand Yadav University Durg for the session 2020-2021)

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://bmmbhilai.com/assets/img/upload/1.1.2.1.ACADEMIC_CALENDAR_COLLEGE3.pdf">https://bmmbhilai.com/assets/img/upload/1.1.2.1.ACADEMIC_CALENDAR_COLLEGE3.pdf</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

00

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

**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)**

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

42

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Bhilai Mahila Mahavidyalaya being an affiliated college strictly adheres to the curriculum prescribed by the affiliating University. The college runs some short term and certificate courses for the benefit of the students. It also conducts various activities to supplement the University curriculum.

1) The N.S.S. units promote Environmental awareness through Tree plantation drives, Blood donation camps, Village camps and Plastic-free drives.

2) The college conducts cleanliness awareness through 'Swacchhata Abhiyan' and organizes various competitions and activities to support the same.

Gender Sensitivity - The College organizes various gender sensitivity programmes through Personality Development, Self-

protection, Counselling, Yoga training and Lectures, Dramas and Nukkad Nataks related to gender issues on International Women's Day, National & International Girl Child Day. The college has a working women's empowerment cell & Grievance cell. A vending machine is also installed in the women's toilet.

The Home Science department invites Doctors & Psychologists to deliver lectures on physical and mental health problems faced by young girls.

Human Values & Professional Ethics - The College organizes various extension activities through N.S.S. and the Personality Development and Career Guidance cells. The Samajik Daitwa Prakosht through its various programmes and festival celebrations inculcate the values of National integrity, patriotism, equality, peace and brotherhood. Blood group check-ups and blood donation camps are also conducted by N.S.S. units. The students visit old age homes, schools for mentally retarded and deaf and dumb children & distribute sweets, clothes, books, medicines & other utility items. The college also has a formally constituted Discipline committee and Anti-ragging cell.

Environment & Sustainability - The environment plays a very important role in human life. In order to make the students aware of the importance of the environment several programmes & competitions are organized. The NSS unit plants trees in different villages & within and outside the college campus.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

97

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	<a href="https://bmmbhilai.com/assets/img/upload/1.4.1.pdf">https://bmmbhilai.com/assets/img/upload/1.4.1.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
---	---

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://bmmbhilai.com/assets/img/upload/STUDENT_SATISFACTION_LINK.pdf">https://bmmbhilai.com/assets/img/upload/STUDENT_SATISFACTION_LINK.pdf</a>

## 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

**1821**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

**1091**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

**The first thing any institution that is striving for excellence does is to identify the various levels of the students admitted.**

Students coming to seek admission belong to different economical, educational and sociocultural backgrounds and as such the first thing that is needed to be done is to separate slow learners to advanced learners right at their entry level. For this the college conducts counselling sessions, induction programmes and orientation programmes for the fresher's. The Principal and the senior staff members acquaint the students with various rules and functioning of the institution, code of conduct, attendances rules, examination and evaluation system and the amenities provided. The students are reminded that they are here to seek their goals and objectives for which they have to aim & work right from the beginning.

The slow and advanced learners are identified right at the entry level through -

- Their performance and marks in their qualifying exam.
- Performance in class tests.
- Oral presentations and verbal communication.

The slow learners are extended facilities to cope up for better performance and encouragement is extended to advanced learners in various ways to do still better.

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/2.2.1(a)Percentage_of_differently_abled_students_(Divyangjan)_on_rolls.xlsx">https://bmmbhilai.com/assets/img/upload/2.2.1(a)Percentage_of_differently_abled_students_(Divyangjan)_on_rolls.xlsx</a>
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
1821	61

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Various methods of experiential trainings, participative learning as well as problem solving methodologies are implemented to make sure that the students are keen participants instead of being passive listeners in the teaching learning process. The teachers put in efforts to make teaching learning a two-way process and student centric by making the students participate in the teaching learning process whole heartedly.

#### Experiential Learning -

The teaching faculty encourages and promotes experiential learning method. The main objective of this method is to enhance and develop experiment methods in Science departments like Physics, Chemistry, Zoology, Botany, Psychology & Home Science.

#### Participative Learning -

This is the best student centric learning method in which students participate in activities.

Problem Solving Methods - The college adopts this method to develop creativity, decision making ability, critical thinking and reasoning power. Other outreach activities are also offered to develop human values, ethics, leadership qualities etc. through -

Competitions like fashion show, cooking, art and craft, heena application etc. are conducted to check their creative skills.

Students also participate in curricular and extra-curricular activities. Several other cells and committees are formed through which the students pursue their interests.



File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://bmmbhilai.com/assets/download/Teachers_used_ICT_tools.pdf">https://bmmbhilai.com/assets/download/Teachers_used_ICT_tools.pdf</a>

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

Innovation and creativity play a very important role in imparting skills in the students. Use of ICT aided devices, e-learning resources, online courses and video lectures, online lectures are also being promoted specially for PG students which prove more effective and student centric.

The following innovating and creative practices were implemented in effective teaching learning -

- Use of PPT's, LCD's, e-books and journals, modern instruments and equipment's in the laboratories.
- Use of computers, laptops, internet connectivity & Wi-Fi facility. INFLIBNET and other ICT facilities for teaching learning were also adopted.
- The use of UGC SWAYAM video lectures in order to upgrade the learning experience of the students.
- College also motivates the staff to attend training programmes, workshops & seminars.

College encourages the students to participate in MADHAVA (Mathematics examination for under graduate students and quiz competitions).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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

49

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 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

35

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

61

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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 Principal conducts meetings with the HOD's and its staff to ensure that the syllabus is being completed as per schedule before the commencement of the internal and external exams. The academic calendar is expected to be followed strictly for completion of the academic activities. Examination committee meetings are also held for conducting these exams smoothly.

The college attends to internal/external/examination related grievances in a very clear and transparent method in accordance with the guidelines of Hemchand Yadav Vishwavidyalaya, Durg(C.G.). The examination committee prepares the schedule which is communicated to the students through notice boards and announcements in the class rooms well in advance. All the teachers submit their question paper to the examination committee through their HOD's which are prepared as per the guidelines of the University. The exams are conducted on the basis of a prepared schedule. The syllabus for this exam is communicated to the students well in advance. After evaluation the marks obtained by the students are submitted to the University through the Principal's log in account on the University internal examination portal. Grievance if any on behalf of students is attended to and solved by the subject teachers.

The Principal who is the Chief superintendent and the senior teachers who are the Assistant superintendents of the University's external exams ensure that the exams are conducted fairly and smoothly. Flying Squads deputed by the affiliating university pay

surprise visits to the examination centres. Grievance if any on behalf of students are solved by the teachers.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/2.5.1.Evaluation Process.pdf">https://bmmbhilai.com/assets/img/upload/2.5.1. Evaluation Process.pdf</a>

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

Transparency is maintained at all levels in all activities connected to grievances related to internal and external examination both at college and university level.

The college follows the guidelines laid by the university for redressal of examination related grievances. Initially the students are acquainted with the pattern to be followed while taking internal and external exams. The question papers of internal exams are prepared by the subject teachers and the timetables for these exams is prepared by the college examination committee which is notified on the notice board well in advance.

The internal exams are conducted fairly and the invigilators are directed to record the attendance of the students at the time of the exam in the examination room. The answer sheets after evaluation are shown to the student to check for their performance and grievances if any on the part of the students are attended by the subject teacher. Special classes are organised for the students who don't perform well. The internal complaint committee under the guidance of the Principal looks into the matters and appropriate measures are taken. The internal exams answer sheets are further shown to the students for their doubts and clarifications. Internal exams marks of various subjects are filled and submitted through online portals of University by login Id. Any grievance or error is attended to within stipulated time. The Principal who is the Chief superintendent and the senior teachers who are the Assistant superintendents of the University's external exams ensure that the exams are conducted fairly and in a smooth manner. Flying Squads deputed by the affiliating university pay surprise visits to the examination centres. Grievances if any by the students after the declaration of the results of the

university exams are attended to as per rules by the Registrar of the university.

The students are free to apply for retotalling of marks and revaluation of their papers within a stipulated period.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/2.5.2.Examination%20related%20Grievance.pdf">https://bmmbhilai.com/assets/img/upload/2.5.2. Examination related Grievance.pdf</a>

## 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.

The college is permanently affiliated to Hemchand Yadav Vishwavidyalaya, Durg (C.G.) and follows the curricula prescribed by the University.

- The University syllabi of all programmes are available with the concerned departments for its teachers and students.
- The University curricula are also uploaded on the college website for the reference of teachers and students.
- The syllabi and learning outcome are discussed in departmental meetings.
- IQAC initiates quality improvement programme for each department under the guidance of the Principal.

Experts from University, Board of Studies Members and teachers discuss the syllabus and the market expectations. The alumni are invited to interact with teachers and students and discuss their experiences on how a specific course helped them to shape their career which further helps the faculty to adopt and improvise the same and introduce add on and certificate courses.

The institution conducts and sends the teachers to attend workshops, seminars and refresher courses and interactive sessions to make the course more relevant.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://bmmbhilai.com/assets/img/upload/2.6.1.Program.Outcomes,Program.Specific.Outcomes.and.Course.Outcomes.pdf">https://bmmbhilai.com/assets/img/upload/2.6.1. Program Outcomes, Program Specific Outcomes and Course Outcomes .pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The institution follows a systematic procedure to collect and analyse the data on student performance and learning outcomes. The highest and lowest scores are marked specifically.

The overall percentage of students passing every year is calculated.

The performance of students in Co-curricular activities at local, state and National levels like cultural, sports and athletics, along with NSS are analysed separately and recorded.

All these assessments help the college to analyse and evaluate its own efforts and take necessary actions for reforms (Several methods are adopted to evaluate the programme and course outcome through feedbacks in prescribed forms.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://bmmbhilai.com/assets/img/upload/2.6.1.Program.Outcomes,Program.Specific.Outcomes.and.Course.Outcomes_1.pdf">https://bmmbhilai.com/assets/img/upload/2.6.1. Program Outcomes, Program Specific Outcomes and Course Outcomes 1.pdf</a>

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**

**656**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://bmmbhilai.com/assets/download/2-6-3%20Annual%20report%2030-Mar-2022%2013-36-36.pdf">https://bmmbhilai.com/assets/download/2-6-3 Annual report 30-Mar-2022 13-36-36.pdf</a>

## **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://bmmbhilai.com/assets/img/upload/2.7.STUDENT\\_SATISFACTION\\_SURVEY2.pdf](https://bmmbhilai.com/assets/img/upload/2.7.STUDENT_SATISFACTION_SURVEY2.pdf)

## **RESEARCH, INNOVATIONS AND EXTENSION**

### **3.1 - Resource Mobilization for Research**

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

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

**00**

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

**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**

09

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://bmmbhilai.com/assets/img/upload/View File 3.1.3.xlsx">https://bmmbhilai.com/assets/img/upload/View File 3.1.3.xlsx</a>

### 3.2 - Innovation Ecosystem

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

The Institution has several huge and spacious for conducting theory classes, three ICT rooms for organizing seminars group discussion and other programmes conducted by the career guidance and personality development cells for enhancing the knowledge of both the students as well as the staff. The well-equipped laboratories help in honing the practical knowledge of the students. Participation in sports & games trained the student to develop a sportsman sprite & team spirits. The rich and extensive library and the computer labs keep the students updated so that they can present themselves confidentially in this competitive world. The Botanical garden and zoological museum expose the student to the word of a verity of plants & animals. The career guidance, the personality development and the placement cells take care to guide & shape the career & personality of the students.



The Entrepreneurship awareness programme conducted manually teaches the students to become employer in place of being employees. Training of food preservation, baking & dress designing helps the students to start their own small scale industries. The NSS unit helps to inculcate the importance of social service with devotion & dedication. MOUs are signed with various industries and institutions to enlighten for their benefits.

No activities could be organized due to strict lockdown.

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

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

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

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

14

File Description	Documents
URL to the research page on HEI website	<a href="https://bmmbhilai.com/assets/img/upload/3.3.1_No._of_PhD_Registered_per_Student.docx">https://bmmbhilai.com/assets/img/upload/3.3.1_No._of_PhD_Registered_per_Student.docx</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

21

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

06

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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 college organises a number of extension activities to promote institute - neighbourhood community association to sensitise the

students towards community needs in order to bring communal transformation in the surrounding rural communities through its two NSS units. The NSS units organise camps in the neighbouring villages for a week or so not only to give the students a feel of village life and mingle with the villagers but also to apprise them with current issues and problems. Blood donation camps and medical camps are also organised. The NSS units take up cleanliness, village surveys on different issues and other constructive projects like cleaning of roads and surroundings, tree plantation, water conservation through digging of trenches, digging of pits for constructing toilets in villages and making paths and roads as their major theme or project.

The NSS units have also adopted their own villages and are instrumental in its development through constant monitoring.

Impact of Extension Activities in sensitising students to social issues and holistic development.

The college realises its responsibility of shaping its students into responsible citizens by making them aware of the various social issues. The staff and students of Home Science faculty conduct field research on the nutritional intake of slum dwellers and change their perceptions on health and hygiene.

The college organises several activities like tree plantation drives under the title 'Hareli Jagar', counselling of women on current women related problems, blood check-ups and health check-ups along with blood donation camps. The college from time to time has organised various lectures on Human Rights and Fundamental duties, cyber-crimes, voter awareness programmes. GST, demonetization, road safety rules and lay stress on the use of helmets while driving two wheelers. The students are also sensitised to various social issues and social responsibilities which help them in their holistic development as responsible citizens with values.

No Extension activities could be organized due to strict lockdown.

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

**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**

05

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

21

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

**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**

929

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

02

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

04

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

## 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.

Established in 1979 under the aegis of Bhilai Education Trust, the college comes under the 12F 2B act of UGC and is spread over an area of 14 acres of land. The college had a planned infrastructure which is expanded systematically and continuously over the years by adding new buildings, classrooms, fixtures, furniture, etc. along with a massive auditorium cum gymnasium with a sports room for the sports officer. The gymnasium is also well equipped for the use of students and staff and indoor games and matches are also conducted here. The infrastructure is maintained and expanded with the financial aid received from UGC, RUSA and State Government.

The main building consists of various departments, well ventilated and spacious classrooms, a central library with a reading room, 4 seminar halls which are also used as smart classrooms with their required facilities. It also has labs for each faculty, Principal's office, Administration office, IQAC/Record room and a Trust room. The canteen is shifted near the vehicle shed which is a favorite joint for the students during their free time. The spacious playground offers scope for conducting sports and games. Besides there are other facilities like:

- Guard rooms for security guards posted on the main gates of the college and hostel building.
- C.C.T.V. cameras are installed in the college premises with 24hrs surveillance to observe the ongoing activities.
- There is a stationary and photocopy shop at the entrance of the auditorium for the convenience of the students.
- A suggestion/complaint box is fixed outside the Principal office for complaints & suggestions concerning any academic, abuse, harassment and other issues.
- The campus is compounded with a tall brick wall on all four sides.
- The college has a contractor who takes care of housekeeping of the campus.

- Two adjoining hostel building in the extended area.
- Separate toilet blocks all over the building.
- Roofed parking sheds.
- Two watercoolers and two sanitary vending machines.
- Separate block of 12 classrooms adjoining the main building.
- Separate B.Ed. block with huge classrooms, labs, a smart classroom, staff room and toilets constructed with the funds sponsored by RUSA.
- A common room for students with adequate facilities.

These classrooms and blocks are also used for conducting extra classes, certificate courses, annual and semester exams, meetings and other activities. They are also used for Parents Teachers meet, organizing competitive exams and Personality Development Programs.

The college library and auditorium are constructed on the ground floor for an easy access by physically disabled students along with a ramp way and a wheelchair through the side entrance. The entire campus is Wi-Fi enabled.

#### Laboratories

The laboratories of all faculties are fully equipped with advanced equipments. Each department has its own computing facility with the latest software to meet their requirements and the college has 99 computers in all. The college has four smart class rooms with LCD projectors and PA system along with smart boards, printers, and Xerox facilities for effective ICT enabled teaching and learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bmmbhilai.com/assets/download/4.1.1_PICS.docx">https://bmmbhilai.com/assets/download/4.1.1_PICS.docx</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor),

gymnasium, yoga centre etc.

The sports and physical education department that has been functioning ever since the inception of the institution has all possible equipments and facilities for the all-round development of the students. A separate auditorium cum gymnasium became functional in the session 2014-2015 and is built on a built-up area of 1171.80sq.mton the ground floor and on a built-up area of 611.62 sq.mts on the first floor. It has a good collection of gym equipments used both by staff and students. Students are trained in various sports and games like badminton, kho-kho, volleyball, handball, basketball, softball, hockey etc on the sprawling playgrounds . The auditorium is also used for conducting yoga classes and self-defense classes. The international yoga day is celebrated every year on 21stJune in this auditorium along with the Oath taking ceremony, conducting Youth festival and Annual Day every year. Inter college sports meet for indoor matches at university level are also organized in this auditorium cum gymnasium. The participation of more than 1000 girls to perform garba dance during Navratri's is also organized in this huge auditorium. Induction programme, welcome party and farewell parties are also conducted in this auditorium at times. Small gatherings and functions are conducted in the foyer at the entrance. The auditorium is also used to organize Govt. and Non Govt. awareness programmes.

To motivate sports players, the college provides travelling allowance, sports kits, and tracksuits, shoes and along with these, concessions in admission and tuition fee is given to national players.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/4.1.2 pics.docx">https://bmmbhilai.com/assets/img/upload/4.1.2 pics.docx</a>

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

42



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bmmbhilai.com/assets/download/classroom_4.1.3.pdf">https://bmmbhilai.com/assets/download/classroom_4.1.3.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

82.84

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The library has its advisory committee which comprises of

1)Principal as the Chairperson.

2)All HODs as members.

3)Librarian as member/secretary.

who give advice regarding purchase of books and journals.

Details of Library Infrastructure -

The library of the college was established right from the

inception in 1979, since then the library has made consistent progress in terms of collection of books, e-resources and services. The Library is the knowledge hub of our college. It reflects the institute's commitment to providing the best possible library and information services to its academic community of faculty members, students and other staff members. It has a tremendous collection of both printed and digital resources. The library has been constructed on an area of 7329 sq.ft. and has two store rooms with a seating capacity of 200 persons in the reading room. It also has a reference section & IT zone. The Central library has the membership of INFLIBNET which provides access to more than 6000 + Journals, 1, 99,500+ e-books under N- LIST & 6, 00,000 e-books through NDL.

#### Facilities and Services -

Our Library consists of 32177 books (with Bar Code), on various subjects including those being taught here as well as for career building and general subjects. It has a major resource for science, commerce and other different allied subjects.

- Bibliography Compilation is done on request.

- Reference service is provided on demand.

- Library has 311 CD's / DVD's.

- Personalized assistance is extended by the library staff to its users.

- Open access system is followed in the library where the readers can

browse books /journals of their interest.

- Books are classified according to DDC and are arranged accordingly.

- Labels and placards have been put on the Almiras / shelves to guide readers in retrieving materials of

their interest, knowledge and wisdom necessary for their pursuit of career.

- To inculcate in the students, the habit of reading which is pre-requisite for success and progress in life and thus prepare the

students for lifelong learning.

•Book-Bankfacility is also provided to needy students along withbooks required to prepare for competitive exams. Apart from books of all taught subjects there are several sets ofencyclopedia in the library.

Detailsofthe Library Department -

- CCTV Cameras (03)
- Workinghours of Library is 10.30 am - 5.30 pm.
- Totalnumberofcomputersforpublicaccess - 01(Multiset System) with 01 - printer& 02 Computers.
- Internetbandwidth/speed2mbps10 - 25mbps
- Averagenumberofwalk-ins - 2400 Per Month
- Averagenumberofbooksissued/returned - 2100 Per Month
- Ratiooflibrarybookstostudents enrolled - 17:67
- We have a fully computerized system in our library for books issue/return and searching books, e-books & e-journals.
- Weeding out ofbooksandotherMaterials-Damaged Books are being written off once in a decade.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://bmmhilai.com/assets/img/upload/4.2.1">https://bmmhilai.com/assets/img/upload/4.2.1</a>

<b>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</b>	A. Any 4 or more of the above
--	-------------------------------

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

00

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

2400

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college has upgraded its IT facilities including WIFI in the last five years as per the needs. The internet connection bandwidth has been upgraded from 5Mbps to 25Mbps. The IT facilities have been updated with the increase in the number of computers to 99 in the session 2020-21, along with the increase in

the number of printers, scanners, smart boards, LCD projectors, xerox machines, online admission process, website and other softwares.

The teaching and learning process has been enhanced by incorporating IT tools and e-sources including INFLIBNET and online courses and video lectures are also made available to learners to enhance learning capabilities. The students, teachers and non-teaching staff are always encouraged to use various academic and administrative softwares such as ERP system in the office and library, biometrics and 2 face readers.

The faculty encourages the students to make use of technology for PPT presentations and downloading of talks and scholarly videos. The staff and students who are not IT literates are encouraged to make use of IT tools like Internet, Website, Laptops, LCD projectors, Smart boards, emails, WhatsApp etc. Some of the common IT based facilities provided in the institution are

1)High speed Wi-Fi in and around the campus.

2)Smart class rooms with smart board and LCD projectors are available in some departments, Principal room etc.

3)Desktop computers with Wi-Fi facilities and printers are available in all departments, library, Principal room, office rooms, IQAC room etc.

4)PC laptops with PowerPoint presentation in the college.

5)Computer systems are upgraded with latest's configuration as per the need and requirements of various departments.

6)The internet bandwidth speed of 5Mbps in 2015 is upgraded to 25Mbps along with LAN connection from BSNL that also provides 2Mbps. There is a plan to install firewall for security of internet connection.

7)In 2018, 30 old computer systems were upgraded with higher RAM and CRT monitors were replaced with LED monitors.

8)In 2018, 14 numbers of CCTVs were installed in the college campus.

9)In session 2020-21, Quick heal seqrte EPS antivirus was

installed.

10)The College Website is maintained by M/S Techcherry and it is also upgraded from time to time as per the requirement.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/wifi_4.3.1_view.pdf">https://bmmbhilai.com/assets/img/upload/wifi_4.3.1_view.pdf</a>

#### 4.3.2 - Number of Computers

99

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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)

15.32

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Several committees are formed like purchase committee, library committee, building committee, beautification committee, etc. for the repair and maintenance of physical, academic and support facilities. The laboratory, library, and sports complex along with computers and classrooms, have separate budgetary provisions. The college has guidelines and specific procedure for repair, maintenance, and utilization of physical facilities, which is as under:

- The college management with the help of the Principal plans budgetary provisions regarding maintenance and upkeep of infrastructure at the beginning of each session.
- Inspection is carried out every six months to check for the status and repair of the building, furniture and equipment's and they are attended to as and when required.
- Whitewash of the building is done every 5 years.
- Electricians attend to electrical problems and the gardeners are responsible for the upkeep and maintenance of the garden.
- Computers with internet are distributed all over the college and attended to as need be.
- Solar panels are laid on the terrace of the college for management of energy.
- At the beginning of every academic session, availability of blackboards, lighting, furniture etc. is taken care of by the assigned committee.
- Library committee takes care of the library matters and its

facilities.

- The hostel committee manages the hostel maintenance and its required facilities.

- The sports officer and sports In charges take care of sports facilities and its purchases.

- Separate non-teaching staff is appointed for housekeeping and cleanliness.

- The maintenance work related to facilities like computer labs, furniture replacement, fire extinguisher, electrical work, plumbing, RO water facilities, water tank etc. is maintained on regular and AMC basis through contract services.

As far as finances for this maintenance is concerned, non-salary grants are provided by UGC and utilized on essential needs like furniture, equipment, books and maintenance work. The college receives grants like UGC, UGC additional grants, RUSA and from fees collected for maintenance and development of the institution through self-financing courses.

RUSA & UGC also provide special grants for construction and renovation of building, purchase and maintenance of equipments. Full transparency is maintained in all financial matter.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/4.4.2_view1.pdf">https://bmmbhilai.com/assets/img/upload/4.4.2_view1.pdf</a>

## 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



350

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

### 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

51

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://bmmbhilai.com/assets/img/upload/5.1.3_view_file.pdf">https://bmmbhilai.com/assets/img/upload/5.1.3_view_file.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

101

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

101

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

07

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

146

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

01

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

**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.**

00

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

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 )

After the commencement of every academic session, the college students' council is constituted as per the rules and norms laid by Hemchand Yadav Vishwavidyalaya Durg and as per the directives

of the Department of Higher Education, Raipur either through elections or nominations. The council comprises of a President, Vice President, Secretary and Joint Secretary, along with a Sports secretary and Cultural Secretary. Class Representatives or CRs are again elected or nominated based upon their previous years academic performances from each class.

The members of the students' council actively participate in the academic, administrative and developmental activities of the college under the continuous support, guidance and encouragement of the Principal & staff. 10 students in each of the 11 societies are nominated as members by the Principal which comprise of -

- The Fine Arts Society
- The Knowledge Society
- The Computer Literacy Society
- The Book Reader Society
- The Science Club Society
- The Gender Issue Society
- The Current Affairs Society
- The Social Work Society
- The Physical Activity Society
- The Dramatics Society
- The Cultural Society

The members of the staff council conduct various co-curricular and extra-curricular activities under the guidance of the Principal and the Union In charge teacher. The President of the student's council is also a member of the IQAC. The teachers also motivate the students to participate in both college and inter college competitions. The college hosts events in both cultural and sports events annually as instructed by the affiliating university.

Objectives and functions of the student's council

- To promote all round development (which includes academic, professional and personal development) and initiate the students to participate in co-curricular and extra-curricular activities-
- To promote an amicable culture and develop the leadership qualities.
- Conducting various activities and programs at inter and intra college levels.
- To help in maintaining discipline and a healthy atmosphere in the college campus.
- To initiate special fundraising drives such as disaster management and event management etc.

No activities could be organized due to strick lockdown.

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

### 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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 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

An Alumni association is an association of the former students of the institution. The college has a registered Alumni association under the registration act 33166. It comprises of 7 members elected as President, Vice President, Secretary, Joint Secretary, Treasurer, Cultural secretary and a Literary secretary along with a Patron amongst the alumni in the executive committee. The Principal is the Chief Patron of this body and the general body comprises of all registered members. Any student who has completed their U.G, P.G, and Education course or PGDCA from this college is eligible to register as the member of the alumni association.

Activities and contributions of the Alumni association.

- To organize events such as Alumni meet from time to time and strengthen ties between alumni, organization and community.
- Participation of Alumni in Seminars and Conferences etc.
- Helping in placement opportunities on and off campus, placement drives, awards and scholarships.
- Members of Alumni Association are in regular touch with the Principal, Management, and Staff for the overall development of the college.
- One or two members of the Alumni association are also the members of the IQAC.
- Alumni who are eminent personalities and have distinguished themselves in their chosen fields are invited to deliver guest lectures or lectures on topics connected with their fields of specialisation for the benefit of the students.
- Many alumni are absorbed and employed as faculty in their Alma Mater and play an important role in the academic as well as institutional development.

The purpose of Alumni Association is to create a spirit of loyalty and to promote the general welfare of the alma-mater. The alumni meet is organized to celebrate and refresh old relationships and form new ones. The teachers, students, Principal and Management

welcome their alumni with various events and programs

Alumni are in constant contact with their institution and staff through emails and WhatsApp. They not only appreciate the progress of the college but also give their guidance and suggestions for the betterment of students and institution.

No activities could be organized due to strick lockdown.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

A. ? 5Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

The college Bhilai Mahila Mahavidyalaya is run by Bhilai Education Trust commonly known as BET. Based on the Vision and Mission of the institution the Trust, the Principal and the college governing Body along with the two teacher representatives in G.B. are responsible for the governance of the college. The Head of the departments and the in charge of different cells and committees play an important role in the functioning of the college and achieving its goals.

The Principal acts as per the decisions taken by the College Governing body and the message is further carried to the faculty. The Principal leads a team of faculty members along with other stake holders in formulating policies and plans for implementation.

Departmental Heads are responsible for the smooth functioning of their department. Teachers who are Heads and members of various



cells and committees are responsible to ensure that the various plans made are implemented, with their regular monitoring and follow-ups. Some of the different committees that are setup for the smooth functioning of the college are the admission committee, the time table committee, the examination committee and the committees to organize extension activity and student welfare activities.

The college Staff Council consists of the Principal, a Staff Secretary nominated by the staff along with the entire teaching staff of the college, who together play a pivotal role in the growth and development of the college by giving their suggestions. The HOD's are responsible for the day to day working and functioning of their departments and the policies, plans and departmental matters are discussed during the departmental meetings. The Principal has regular meetings with the faculty members who exhort their efforts for achieving the goals of the institution. The Management, Principal, and faculty members work in co-ordination to formulate and implement its quality, policy and plans for assurance and sustenance of quality in Higher Education.

The IQAC, various committees, several cells and clubs are formed along with the teaching, non-teaching staff and students of the college as members. These committees are delegated with duties and responsibilities aiming for better governance. They discuss various matters regarding programmes to be conducted, infrastructural facilities and conducting exams etc.

The administrative staff is also entrusted with responsibilities and the infrastructural requirements and their installation in the departments is monitored by the Principal. Some of the important plans formulated in the last five years are -

- Expansion of the infrastructure with funds received from UGC & RUSA.
- Maintenance & Renovations of the preexisting infrastructure for the college.
- Enhancement in the teaching learning process with the help of advanced ICT tools.
- To start B.Sc. B.Ed., B.A. B.Ed. and BBA courses, the inspection for which by the team from Higher Education is already done.
- Increase in the number of teachers appointed on ST-28 bases & Regular bases.
- Opening of Research centers.

- Selection of more staff members as Research Guides.
- Conducting & participating in seminars, workshops & faculty development programme.
- Signing MOU's with other institutions & organizations.
- It being a totally women's institution functioning since the last four decades with 12 UG and 12 PG courses we wish to get it upgraded in to a women's university in the future.
- To develop a Central Laboratory with advanced and expensive equipment to conduct experimental and research work supporting multidisciplinary approach in tune with New Education Policy soon.

The Principal also looks after the day to day functioning of the college affairs in collaboration with the teaching and the non-teaching staff who all together put in their best efforts for the growth of the college.

- Unity and discipline are inculcated through NSS and its various activities like blood donation camps, tree plantation drives and various awareness rallies.
- A special course in Environmental Awareness is prescribed for Part 1 students by the affiliating university.
- The faculty is encouraged to take up Research work.
- Financial assistance is extended to participate in and conduct seminars and conferences.
- Lectures and welfare activities like hemoglobin test, blood group test, dental checkups are conducted for the students.
- Career guidance is extended through training for competitive exams and skill development programme are also conducted.
- A Departmental Association is formed by the PG students of every faculty.
- Placement cell helps and guides the students for placement opportunities.

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/6_merged_(1).pdf">https://bmmbhilai.com/assets/img/upload/6_merged_(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The main decision making body is the Governing Body The Governing

Body is constituted of members from various areas of the society along with the Principal and staff representatives.

- Before commencement of every session, various committees are formed by the Principal for decentralized and participative management.
- These committees comprise of teachers, non-teaching staff and students as well.
- The IQAC plans and evaluates for quality assurance in the college and organizes various meetings throughout the year.
- Every committee prepares their plan of action and tries to implement them.
- The college committees are responsible for admissions, timetable framing, examination, purchase, student's welfare, organizing extension activities and other activities for effective functioning of the college.
- The committee meetings are held as and when needed to organize and implement any activity.
- A report of the activity is prepared at the end of every session.
- The Principal guides, motivates and encourages the staff to involve themselves in achieving the goals and objectives of the institution.
- The Principal also corresponds & communicates with agencies like State Higher Education, UGC, RUSA and University for any kind of guidance & compliance.
- A staff council is also formulated consisting of the teaching staff members, sports officer and librarian.

The Principal is the Chairman of the staff council, the secretary is nominated or elected on seniority bases and the senior most faculty member is entitled to become the secretary of the staff council.

- A report of the activity is prepared at the end of every session.

The Principal is actively involved in the academic and administrative activities of the college along with maintaining the discipline of the students with the cooperation of the staff. She also coordinates with the external agencies involved in the functioning of the college like the State Higher Education and the affiliating University.

The members of the teaching staff along with the librarian and sports officer constitute the staff council. The Principal is the chairman of the council and the secretary of the council is elected on seniority basis for which the most eligible is the senior most staff.

Various committees are formed and each committee has a senior staff as its Head who chairs meetings from time to time the minutes of these meetings are recorded. The Head distributes the time table and the syllabus and is responsible to see that they are followed strictly and the syllabus is covered well in time. The Principal and the H.O. Ds see that the academic calendar is followed strictly to conduct internal exams and annual theory and practical exams.

Case study: The internal assessment exam/ Model exam is conducted in the month of January after the completion of the syllabus. The internal examination committee under the instruction of IQAC displays the timetable of the internal/model exams on the notice board while the information for class tests is given verbally by the concerned teacher.

All the teachers of concerned departments and subjects submit their set of question papers to their HOD's who further submit them to the examination committee.

For conducting the internal exams, the teaching staff serve as invigilators to check that the students do not adopt malpractices and take the signatures of the students daily to mark their attendance. The papers are checked by the concerned subject teachers and the answer sheets are returned to the students to check for their mistakes so that they are not repeated in the university exams. Grievances of any type on behalf of students are solved by the Principal, HOD's and subject teachers. The answer sheets are taken back and preserved and documented for future use and clarifications.

The parents are also informed about the performance of their wards. The names of the merit students every academic year are

displayed on the notice boards placed in the foyer. These students are also awarded during the annual function for further encouragement and motivation to others as well. While the exams at UG level are conducted annually, semester system is followed at PG level.

10% of the marks obtained by the UG students in their model exams and 20% of the marks obtained by the PG students in their internal tests, assignments, seminars and paper presentations are sent to the university to be added to their scores obtained in the annual exams.

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/CE_LLS_AND_BODIES_merged.pdf">https://bmmbhilai.com/assets/img/upload/CE_LLS_AND_BODIES_merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Several plans were identified and improvements were made in areas like organizing of seminars, workshops FDP's, improving infrastructural facility, placement activities, co-curricular and extracurricular activities, signing MOUS and utilization of funds. Funds from RUSA & UGC are utilized for organizing seminars, new construction, renovation purchase of lab equipment & ICT equipment. Teachers are appointed on adhoc bases and guest lecture bases and paid on the bases of the number of classes taken.

#### 6.2.1 The Institutional Strategic/ Perspective plan is effectively deployed

- To start B.Sc. B. Ed , B.A. B.Ed. and B.B.A. course, the inspection for which has already been done.
- To increase admission seats in B.Com. and PG courses.
- To introduce short term certificate, diploma, post graduate diploma and skill based courses.
- Enhance infrastructural facility.
- Improve feedback system.
- Improving placement facilities.
- Motivate faculty to take major and minor projects.

- To develop an eco-friendly campus.
- To sign MOU's with industries for on job training, placements and field trips.
- To conduct extension activities through NSS.
- It being a totally women's institution functioning since the last four decades with 12 UG and 12 PG courses we wish to get it upgraded in to a women's university in the future.
- To develop a Central Laboratory with advanced and expensive equipment to conduct experimental and research work supporting multidisciplinary approach in tune with New Education Policy soon. Utilization of Government and Non-Government funds in last five years have been thus:
- Funds from UGC were utilized for conducting National and International seminars and conferences by various departments.
- The grants received from RUSA were utilized for constructing new class rooms, toilet blocks, renovation work, purchase of lab equipment, ICT equipment, LCD projectors and computers.
- Part time teachers were appointed to compensate for the dearth of regular teachers.
- Self-financing courses like B.A. have also been running without utilizing government funds.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://bmmhilai.com/assets/img/upload/4.1.1_PICS1.docx">https://bmmhilai.com/assets/img/upload/4.1.1_PICS1.docx</a>
Upload any additional information	No File Uploaded

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

The college is affiliated to Hemchand Yadav Vishwavidyalaya, Durg. At the Trust level the college is governed by the Managing Trustee and other Trustees, the Chairman and the Secretary. At college level the Principal is the chief of internal administration assisted by the HODs, staff and IQAC co-ordinator, Staff Council Secretary and the Head Clerk/ Accountant. The apex body of the college is the College Governing Body.

The Principal is the head of the college and final authority in all academic, administrative and financial matters.

She checks all the meetings, assigns duties and gives necessary suggestions and support as and when required.

IQAC plays an important role in conducting various activities ensuring perfection in whatever is done. The senior most professor is the IQAC Coordinator. The IQAC is framed on the bases of the instructions and guidelines received from NAAC with the aim to improve the administrative and academic performance of the college. The IQAC also acquaints the staff and the students regarding the role of NAAC in Higher Education Institutions.

#### Heads of the Departments (HoD's)

The senior most professor is the Head of each department with a group of subject teachers working under her.

It is the responsibility of the Head of the department to entrust the staff working under her to assign classes as per the timetable with the papers in which they have specialized. The HOD sees to it that the course allotted to every teacher is completed well in time to the satisfaction of the students. Departmental meetings are also organized of an on to discuss the future plans of the activities to be conducted by the department.

#### Staff members-

It is the duty of all staff member to ensure the smooth functioning of their department and keep up to the expectations of the students. The teachers inform the parents about the performance and progress of their wards from time to time. Adhoc teachers, Guest lecturers and Contractual teachers are appointed as and when required as per the rules and regulations of the University and State Higher Education.

#### Committees and Cells

Several cells and committees are formed to support and assess the academic and administrative functions of the college. This includes the IQAC, RUSA, Staff council, Anti Ragging committee, Purchase committee, Students Union, College Magazine and Prospectus printing, Career Guidance and Skill development cell, Grievance and Redressal cell, Scholarship committee, Sports

Committee, Timetable Committee, Alumni Association, Green audit committee etc.

#### Administrative/ Non-Teaching Staff

- This includes the Principal, Head Clerk, Junior Clerks, Accountants, Assistants and Attendants.
- The various departments comprise of HODs and Assistant Professors along with their Lab Attendants.
- The Library has a Chief Librarian, Library assistants and book lifters.
- Department of Physical Education has a sports officer.

#### Service Rules -

For service conditions and rules, the college follows the rules laid down by the affiliating university, UGC New Delhi, the Higher Education Government of Chhattisgarh and code of conduct framed by the trust.

#### Procedure for Recruitment

Permanent posts (grant in aid) - These posts are recruited by Higher Education Govt. department of C.G according to the norms set by the UGC. Temporary or non-granted posts are recruited by the Management according to the norms laid by the University.

#### Procedure of Promotion -

Promotion is allotted according to University rules, UGC and Higher Education Department Government of C.G.

Grievances Redressal -The college has a redressal committee comprising of the senior and junior staff and an anti-ragging committee of the senior staff. It also includes internal complaint committee that attends to the complaints dropped in the complaint box.

#### Mechanism for Redressal -

- Direct access of students to authorities and incharge.
- Students' suggestion boxes where in the students can drop their complaints. These boxes are opened from time to time and the authorities suggest proper measures.
- Students council - the students convey their problems to the student's council who try to solve their problems initially



at their own level and in case the complainant is not satisfied the problem is conveyed to the staff and then to the Principal.

- Open discussion - the authorities try to solve the problems through open discussions or counseling.

#### Placement cell

The Placement cell helps and guides the students to seek job opportunities on and off campus by attending Placement Drives.

#### The Alumni association

The registered Alumni association actively contributes to the better functioning of the college by all possible means and modes.

#### College committees

The different committees play an important role in executing activities and responsibilities of the institution.

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/6.2.2_SERVICE_RULE_MERGED.pdf">https://bmmbhilai.com/assets/img/upload/6.2.2_SERVICE_RULE_MERGED.pdf</a>
Link to Organogram of the institution webpage	<a href="https://bmmbhilai.com/assets/img/upload/6.2.2_Organogram1.pdf">https://bmmbhilai.com/assets/img/upload/6.2.2_Organogram1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The Bhilai Education Trust contributes to the overall development of its employees and offers the following facilities and welfare measures for the teaching and non-teaching staff to boost their work cultural & efficiency.

- Loan for various reasons without interest.
- Duty leave for participating in seminars, conferences & workshops.
- Medical leave and Maternity Leave.
- Provident Fund as per PF Rules.
- Encashment of EL at the end of the service.
- Study leave for perusing higher studies/ Ph.D.
- Canteen Facilities, Wi-Fi Facilities, Fire Extinguisher, and CCTV camera to ensure safety and security.
- Residential quarters through B.S.P.
- Yoga & gymnasium facility.
- Library Facilities.
- Felicitation of staff.
- Salary advance.

Welfare means to Non-teaching staff.

- BSP Residential quarters to office staff.
- Medical leave.
- Employee Provident fund.
- Maternity leave.
- Advance in case of marriage, sickness & house construction
- College extends facility to its non-teaching staff for their membership to ESI
- Basic computer training.

- Salary credited to account well in time.
- Uniform provided to security guards.

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/6.3.1_WELFARE_SCHEMES.pdf">https://bmmbhilai.com/assets/img/upload/6.3.1_WELFARE_SCHEMES.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

00

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

### 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

36

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

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

The college follows a Performance Based Appraisal System for the appraisal of teaching staff. The staff submits their self-appraisal form at the end of every academic session. The IQAC collects these API forms from all faculty members and feedback

forms from the staff and students which are assessed and analysed by all faculty members, Principal, HOD's and IQAC Coordinator and necessary action is taken for improvement.

The appraisal from consist of -

Category - I - Teaching learning & Evaluation related activities.

Category - II -Professional development, Co-curricular & Extension activities.

- Research & Academic contribution.

Evaluation by students through feedback forms at the end of every academic year for further improvement.

The AQAR reports of IQAC reflect the academic progress of the staff which includes Ph.D. NET SET Qualifications, Major and Minor

Research Projects, Paper presentations, Publication of articles in books and journals, participation in National and International seminars, workshops and conferences.

The college has various committees which is headed by a senior staff with a group of other staff members who try their best to do their best for the benefit of the students.

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/AP_I_MERGED.pdf">https://bmmbhilai.com/assets/img/upload/AP_I_MERGED.pdf</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

The college conducts internal & external audits regularly.

Internal audit is conducted every year by the accountants and private audit agency deputed by the administration. The external

financial audit is carried out as per the guidelines of the audit general and the Department of Higher Education Government of CG. The yearly audit enables the stake holders to know about the current status of the financial position of the institution and the future plans are made accordingly. The latest internal audit was conducted in the year 2020-2021.

The accountant of the office checks the receipts, bill vouchers and payments on daily and also records them in the accounts ledgers. Funds generated year after year have been utilized properly with no objections raised.

Date of last audit 25 September 2021

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/AU_DIT.docx">https://bmmbhilai.com/assets/img/upload/AU_DIT.docx</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

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

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

The college is permanently affiliated to Hemchand Yadav Vishwavidyalaya; Durg (C.G.). The College receives funds from UGC, RUSA & development fees from students.

Financial resources of college are -

- Grants from RUSA & UGC for construction, renovation, and purchase of books and equipment.
- Salary grant from Govt. of Chhattisgarh (for Aided Professors)
- Grant received from Hemchand Yadav Vishwavidyalaya, Durg (C.G.) for conducting exams and from UGC for conducting seminars & conferences.
- Funds from UGC and State Government for Major and Minor Projects.
- Grant received from Hemchand Yadav Vishwavidyalaya, Durg (C.G.) for N.S.S. activities.

Optimal Utilization of Financial Recourses -

- Financial requirements from all departments are invited and a budgeting plan is prepared.
- Purchase committee works on this plan.
- The resources & requirements are presented to the Principal & put up for approval by the Governing Body.
- On the basis of income and expected expenditure the budget is approved by the Governing Body
- Purchase and utilization is checked and monitored by the teacher auditors, HoDs, Accountant, Principal and Administrator.
- Audit department of the institution monitors entire business and its utilization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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 was established in the college in 2013 for quality assurance, quality up gradation, assessment & accreditation of the college. The IQAC suggests several quality improvement measures in the institution.

- Teaching learning facilities -

IQAC tries to keep abreast with the changing scenario of education in the teaching learning patterns. It promotes ITC enabled teaching learning process as a result of which there has been an increase in the number of smart class rooms, computers, printer's e-journals use of INFLIBNET and SWAYAM - NPTEL local chapters of online courses. Wi-Fi is available for both the staff and students.

- Teachers are encouraged to publish research papers, pursue their Ph.D. and apply to become research supervisors and take up major and minor research projects.
- Several seminars and conferences have been organized in the last five years.
- MOU's have been signed with various institutions and organisations for the holistic development of the students

The college is in possession of four smart classrooms equipped with all the essential ICTs like; smart board, overhead projector, screen, PCs and required sound system.

File Description	Documents
Paste link for additional information	<a href="https://bmmmbhilai.com/assets/download/e-j_17-merged.pdf">https://bmmmbhilai.com/assets/download/e-j_17-merged.pdf</a>
Upload any additional information	<a href="#">View File</a>

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 college reviews its teaching learning process at periodic interval through IQAC by taking feedback from its stake holders. This helps the mentor to analyse and recognise his ability and the expectation of the stake holders.

For this feedback, form is prepared by IQAC. Feedback on review of syllabus and students, feedback on teachers is taken. These feedbacks are initially discussed at departmental level and a consolidated report is given to IQAC for improvement and implementation. The performance of students is reviewed through class tests, assignments, internal assessment exam and University



exams and reported to their parents.

The results of University and other exams are discussed in IQAC meetings and the slow and advanced learners are identified for further improvement.

Each teacher is provided a diary at the beginning of the session wherein they are expected to fill in the record of the classes taken by them each day, month wise according to their time table and work load. The reason for not being able to take any class on a particular day has to be specified and holidays marked.

The diary gives a record of the syllabus covered per month which has to be signed by the HOD and then by the Principal for final approval.

- Construction of guardrooms, recording and monitoring the names of visitors and their purpose of visits.
- Full CCTV surveillance in around the building.
- Construction of new class rooms and toilet blocks.
- Shifting of canteen to a better venue and building.
- Starting a stationary and photocopy shop.
- Enhancement in speed & coverage of Wi-Fi facility.
- Construction of more parking stands.
- Installation of vending machines in the college girl's toilet and hostel.
- More water coolers with RO machines
- Addition in smart classroom & ICT facilities
- Introducing online teaching and conducting webinars
- Starting online admissions and filling of exams form along with online payment of fees

File Description	Documents
Paste link for additional information	<a href="https://bmmbhilai.com/assets/img/upload/6.5.2 student feedback1.xlsx">https://bmmbhilai.com/assets/img/upload/6.5.2 student feedback1.xlsx</a>
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);**

**D. Any 1 of the above**

**Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://bmmbhilai.com/assets/img/upload/IO_AC_MEETING_RECORD.pdf">https://bmmbhilai.com/assets/img/upload/IO_AC_MEETING_RECORD.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

As its name suggests Bhilai Mahila Mahavidyalaya, is a totally women's institute, a city icon with a massive foot print. It enables its students to develop their full intellectual potential which is simultaneously rich, extensive and collaborative. The college also offers its students a scope for critical thinking, leading to the development of value based convictions through various activities.

The students coming here are trained to become self-reliant and determined and respond with courage and sensitivity to both personal and social issues. Awareness to women's issues, women rights and women empowerment along with environmental issues is generated so that the students understand and respond constructively to these.

All the departments of the college are headed by women along with a 95% women staff. In order to create awareness to gender sensitivity a number of activities and events are organized every year. The Women cell and Gender sensitivity cell organize lectures, conferences and workshops in order to create an

awareness pertaining to legal and gender rights and acquaint them with various career opportunities.

Free coaching classes are conducted for the students to prepare for different types of competitive exams, personality development and career guidance and placement opportunities. An Entrepreneurship awareness camp is organized every year so that the outgoing students can take a decision of giving jobs in place of taking up jobs by starting as young entrepreneurs.

1.Safety & security

2.Counseling

3.Common room Safety & Security -

Security guards are appointed shift wise both outside the college as well as hostel gates. The entry point has a big gate for four-wheelers which is opened & closed when they enter and leave, with a small gate alongside meant for two-wheelers and those who come on foot. Another small gate through the Botanical garden leads to the hostel which is used by inmates. The main gate of the hostel is also manned by security guards who have their guardrooms at both points.

The high bricks wall all-around the campus is surrounded by tall trees which prevent the entry of trespassers.

The teaching and nonteaching staff along with the presence of local police takes up the responsibility of the safety of the students during annual functions and other special occasions and examinations. This makes the parents and students comfortable to enjoy till late evening.

A stationary shop with a photocopier machine is available within the campus, inside the auditorium for the security & convenience of the students.

Further the women's cell comprising of members from teaching staff & student representative also conduct special seminars and answer to the complaints lodged by the students.

Through the Parents Teachers Association (PTA) the parents are kept informed about their ward's progress and shortcomings.

Bhilai Mahila Mahavidyalaya believes that as stake holder's

parents are also partners in promoting the security & safety.

- C.C.T.V. cameras are installed in the college premises with 24hrs surveillance to observe the ongoing activities.

- A complaint and a suggestion box is fixed outside the Principal office for complaints & suggestions concerning any short coming and abuse or harassment faced by the students.

- The Grievance Redressal committee attends to complaints dealing with social issues, anti-ragging, and sexual harassment etc.

- Health, Haemoglobin and Dental check-ups are conducted from time to time and students are taken to the neighbouring JLN Hospital for treatment in case of any emergency.

- Fire extinguishers are placed within the college and hostel building.

- The campus is compounded with a tall brick wall on all four sides.

- The college has a contractor who takes care of the cleaning of the campus.

- The administrators take care of maintenance and supervision of the campus.

- The college organizes seminars / special talks to inculcate moral values, gender equality and sensitivity highlighting the social problems and suggest solutions.

- Yoga meditation, personality development, stress management and career guidance programs are conducted from time to time.

#### Counseling -

To meet the challenges and issues of the present day changing scenario Bhilai Mahila Mahavidyalaya realizes that counseling is an important feature to be provided for their all-round holistic development. The college provides academic, stress related and personal guidance to the girl students, it being a totally women's college.

The college also has a career guidance and counseling committee.

Various programmes related to women empowerment and self-defense are organized from time to time.

There is an in house counseling facility provided by two Home Science teachers of the college. This facility is free and open for all students and total confidentiality is maintained in this regard. There is a Women cell that has contributed greatly to promote the psychological wellbeing of the students helping them to achieve their academic, personal and relational goals. Apart from these talks by experts are arranged to answer the mental and physical health issues by psychologists & gynecologist without any hesitation or stigmas attached to them.

Experts from various avenues are invited to address the complexities of sexual harassment by citing real-life cases.

Career counseling for career opportunities in specific fields are also organized as such counseling has helped students to overcome their own fears and anxieties and achieve their best in both curricular and extra-curricular activities.

Bhilai Mahila Mahavidyalaya also has a Mentor - Mentee programme which runs in the ratio of 1:20 or 1:25 depending on the student's strength of a class. The mentors sensitize themselves to the needs of their mentees and extend formal counseling. This plays an important role in raising the confidence level of the students.

Special importance is given to mental health issues like sexual identities and sexual harassment in work place for which counselors are available and also invited from time to time.

Mental & physical health counseling is extended by trained doctors & gynecologist, psychologist and psychiatrist.

Heads and staff of various streams counsel the girls at the time of admission to help them choose their streams

And subjects on the basis of their capacity & capability.

International Women's day is celebrated every year on 8th March by inviting learned speakers to share their views on the importance of this day.

Common room -

There is a common room and wash rooms in the various wings of the college building for the convenience of the students with chairs and tables for taking their tiffin & relaxing. The girls' toilets are equipped with a sanitary napkin vending machine and mirrors.

File Description	Documents
Annual gender sensitization action plan	<a href="https://bmmbhilai.com/assets/img/upload/7.1.1.docx">https://bmmbhilai.com/assets/img/upload/7.1.1.docx</a>
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	<a href="https://bmmbhilai.com/assets/img/upload/7.1.1_pics.docx">https://bmmbhilai.com/assets/img/upload/7.1.1_pics.docx</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**Solid Waste** -The solid waste collected during routine activities and daily basis like torn papers and files pens, pins extra are separated and put in garbage bins kept at various nooks and corners. The piled waste is collected by a regularly appointed sweeper who piles them at a particular point and the Nagar Nigam vans further dispose them on the garbage grounds. Waste from plants and dry leaves is also used for preparing organic compost, old newspaper is sold to a specific kabadi or raddiwala. Use of polythenes is discouraged and it is tried to make campus plastic free through posters & slogans displayed on the walls.

**Liquid Waste** -Is mainly given out by the hostel mess, labs and

canteen. The college has a covered sewerage system made of concrete pipes which lead to the main drainage system. The semiliquid waste from hostel and canteen is collected in waste pits.

**Bio-Medical Waste** -In the form of sanitary napkins in girl's toilets is disposed in the Incinerators and also in the assigned pits.

**E waste Management** -The old and obsolete electronic products like computers and electrical or electronic items are written-off or repaired for further use at collected and marked locations for disposal.

**Hazardous chemical waste and radio-active waste** -The activities and functions of the college do not generate any specific hazardous waste and hence there has not been any need for hazardous (chemical waste and radio-active waste) waste management.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <ol style="list-style-type: none"> <li><b>1.Restricted entry of automobiles</b></li> <li><b>2.Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3.Pedestrian-friendly pathways</b></li> <li><b>4.Ban on use of plastic</b></li> <li><b>5.Landscaping</b></li> </ol>	<p><b>C. Any 2 of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="86 566 539 633">File Description</th> <th data-bbox="539 566 1445 633">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 633 539 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 633 1445 734" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 734 539 880">Various policy documents / decisions circulated for implementation</td> <td data-bbox="539 734 1445 880" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 880 539 947">Any other relevant documents</td> <td data-bbox="539 880 1445 947" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>		File Description	Documents	Geo tagged photos / videos of the facilities	<a href="#">View File</a>	Various policy documents / decisions circulated for implementation	<a href="#">View File</a>	Any other relevant documents	<b>No File Uploaded</b>		
File Description	Documents										
Geo tagged photos / videos of the facilities	<a href="#">View File</a>										
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>										
Any other relevant documents	<b>No File Uploaded</b>										
<p><b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b></p>											
<p><b>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</b></p>	<p><b>A. Any 4 or all of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="86 1317 539 1384">File Description</th> <th data-bbox="539 1317 1445 1384">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1384 539 1518">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 1384 1445 1518" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1518 539 1619">Certification by the auditing agency</td> <td data-bbox="539 1518 1445 1619" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1619 539 1731">Certificates of the awards received</td> <td data-bbox="539 1619 1445 1731" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1731 539 1798">Any other relevant information</td> <td data-bbox="539 1731 1445 1798" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>		File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>	Certification by the auditing agency	<a href="#">View File</a>	Certificates of the awards received	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>										
Certification by the auditing agency	<a href="#">View File</a>										
Certificates of the awards received	<a href="#">View File</a>										
Any other relevant information	<a href="#">View File</a>										
<p><b>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</b></p>	<p><b>D. Any 1 of the above</b></p>										



**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
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).

Bhilai Mahila Mahavidyalaya, gives admission to the students belonging to various sections and culture of the society. Various scholarships including those to minorities are granted to students and festivals of all religions are celebrated with equal fervor and fanfare. The Social Responsibility Cell takes care of organizing these functions. Values for respecting people from all strata of society are also inculcated. Students of senior classes are encouraged to go and teach the students of underprivileged surrounding schools.

The N.S.S. students visit different villages to educate the underprivileged women and children on various issues.

The Book-Bank of the college library provides books to underprivileged students. Various competitions are conducted in the form of debates, reciting poetry and delivering speeches to create tolerance and harmony towards culture, regionalism and communal socioeconomic diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

The staff and students are sensitized to constitutional awareness and acquainted with their Fundamental Rights and duties as well as their responsibility as voters because the vote of each voter plays a very important role in the progress of the Nation. Several awareness programmes like Nukkad Natak and Laghu Natikas are displayed in this regard. They are also acquainted with the new methodology and means of voting like E.V.M. machine etc. The NSS creates a sense of patriotic commitment for National development. Students also participate in the various programmes organized by SVEEP besides participating in rallies and camps.

The NSS students are also engaged in community service programmes and under the Fundamental rights to education they teach the under privileged students. Lectures and competitions are organized to celebrate Constitutional Day both at college and inter college levels.

The Vigilance Awareness week is also observed from time to time.

In order to promote the Swachha Bharat Abhiyaan a 15 days long programme was organized in Sep.- Oct. 2019 through various activities and competitions.

The program also initiated antiplastic & antipolythene campaign and promoted the use of cloths bags through various activities. International yoga day is organized every year on 21st June.

Programmes are conducted by the EK BHARAT SHRESHT BHARAT team.

Lectures are conducted to promote religious harmony and festivals of various religious are celebrated annually.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://bmmbhilai.com/assets/img/upload/7.1.9.docx">https://bmmbhilai.com/assets/img/upload/7.1.9.docx</a>
Any other relevant information	<a href="https://bmmbhilai.com/assets/img/upload/7.1.9 pics.docx">https://bmmbhilai.com/assets/img/upload/7.1.9 pics.docx</a>

**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.**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**Various Commemorative days, National events and festivals of National importance are celebrated with full fervour and fanfare in the presence of the teaching & non-teaching staff and students along with cultural performances.**

**The college has a Social Responsibility Cell that takes charge of organizing and celebrating various National and Religious festivals. The session starts with the celebration of Yoga day on**

21st June every year, Independence and Republic Day are celebrated on their specific days with flag hoisting and singing of patriotic songs and speeches, Navratri is celebrated when the entire gathering dances on the tunes of Maa Durg's songs through garba in colorful dresses and jewellery followed by the distribution of khichdi prasad, Deepawali is celebrated by lighting lamps, New year is observed by cutting the new year cake, Holi in the month of March is celebrated with colors towards the end of the session.

The main purpose of organizing these functions is to acquaint the inmates with the significance of these commemorative days. These programmes are organized with full fervor & gaiety to inculcate a feeling of brother hood and universal wellbeing.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Online Teaching and Webinars

#### 1) Objective

The spread of Covid 19 drastically disrupted every aspect of human life including education. Educational institutions and campuses around the world were closed to follow protocols and teaching and learning moved online with all Institutional physical activities coming to a halt.

#### 2) The Context

Despite these challenges the Higher Education Institutions reacted positively and managed to ensure the continuity of teaching and learning in the new normal by keeping up with modern times and using the available tools and techniques for online teaching and learning.

### 3)The Practice

Bhilai Mahila Mahavidyalaya was not an exception but also one amongst the others. In the last two sessions of lock downs and on line teaching learning the students of this Institutions have also been using popular social media tools like- Free conference call app, WhatsApp, Zoom Calls, Google Meets, YouTube live and Facebook live not only for online teaching and learning but also for conducting practical's and various In-house and Intercollegiate Competitions,activities and webinar.

Teachers who had not been tech savvy all these years made it a point to learn the use of these tools and techniques efficiently without much loss of time for the students.

### 4)Problems encountered

No doubts there were connectivity constraints both at the ends of the teachers and taught specially for those students who stayed in rural areas and did not have access to wifi.

The practice proved expensive and not all students could afford to remain connected throughout the day and as a result of this they had to miss classes. Some of the apps did not permit the participation of more than 100 students as such those who tried to join after the attendance of 100 students was complete could not be connected.

### 5)Evidence of Success

When students were not allowed to come to college during lockdowns on line teaching proved a blessing as the completion of course was not a problem and continued smoothly without any loss of time. The students also took their tests and exams online and were shifted to their next class in the following sessions.

#### (1)Title - A Clean and Green campus

(2)Objective: It is said 'Cleanliness is next to Godliness'.

At Bhilai Mahila Mahavidyalaya we aim to create an ambience that is based on cleanliness and mindful living. The clean and green campus initiative began with the objective of ensuring a culture of eco-friendly practices and making the campus environmentally sustainable. We aim to build a campus that is polythene and

plastic free, produces minimal waste, conserves energy, protects biodiversity and practices self-sustainability in areas of power, water and cleanliness and also to work in line with the 'Swachh Bharat Campaign' launched by the Government of India.

(3)Context: The relationship between and clean and green setup of Bhilai Mahila Mahavidyalaya and nature is long and enduring, a responsibility which the students and staff are well aware of. Spread on an area of 14 acres of land the college stands on the main route of the Hospital Sector which connects the twin cities of Bhilai and Durg. Apart from the main building the college has sprawling play grounds and big gardens surrounding the lawns. A huge area is left in its natural form which acts as a natural habitat for biodiversity. A variety of herbs, shrubs and trees add to the beauty of the surroundings. The department of botany plays a major role in documenting the plants and trees on the campus. The NSS volunteers try their best to keep the campus clean. They also participate in various plantation drives in association with the forest department of Durg District. Use of polythene bags is strictly discouraged and various competitions and training are organized to replace polythene bags with paper and cloth bags. Vehicles are parked systematically away from the main building to reduce sound and air pollution. The campus courtyard and paths leading to the main building are paved in order to raise the water table. The eco-friendly structure of the building facilitates minimal use of light and fans. The classrooms being huge and spacious allow to let in sufficient light and air circulation. The students are made aware to switch off the light and fans when not in use. Lights at night time are used only at strategic points and obsolete and energy consuming equipment are written off. The generator is used rarely to restrict carbon emission.

(4)The Practice: Trees have been planted to check global warming and soil erosion. Systematic arrangements and constant maintenance of potted plants beautify the campus. Ashoka trees are planted on both sides of the paths leading from the gate to the main building and on the sides on the inner lawns. Special beds are prepared for ornamental and seasonal plants during winters. The continuous and careful tending of the plants is done by efficient gardeners. The entire boundary wall of the campus has tall shady trees all around which not only add to the beauty of the campus but also provide shade and purify the air 'Swachhatta Abhiyann' was carried out in the month of October 2019 to celebrate 150 years of Gandhi Jayanti. Various demonstration and training of making paper thongas and envelopes and bags with newspaper and brown papers and shopping bags and gift bags with fancy paper to replace the use of

polythene was organized for the students. A competition on the same was also conducted after the trainings in which the students participated enthusiastically and came out with their creative skills and lovely creations. Poster making and slogan writing competitions on topics related to dangers on the use of polythene were organized where the students came out with colourful posters and slogans with encouraging messages to discourage the use of polythene. A rally was also organized outside the main gate in which the students repeated the slogans against the use of polythene and later distributed paper thongas prepared by them to the owner of the college canteen and some shopkeeper to replace them with the use of polythene bags. The campus was cleaned from both inside and outside by picking up the waste material and the scattered polythene bags.

With the message of cleanliness once conveyed to the inmates of the institution the practice continues till date and the campus remains eco-friendly in all respects.

(5)Problems encountered: Though all efforts are put in to make the campus eco-friendly and maintaining its cleanliness it faced a lot of set back during lockdowns. With no student's staff and gardeners coming to the institution and it being peak summer a lot of plants died and the lawns dried up due to lack of water but with the onset of monsoons the plants and lawns were back to their greenery and those which died were replaced by new ones.

(6)Evidence of success': In a competition of Best Practices conducted by Hemchand Yadav Vishwavidyalaya for all its affiliated colleges organized in July 2020-21 the Principal of Bhilai Mahila Mahavidyalaya also participated and mentioned the above practice of the college of being 'Environmental Friendly 'as its Best Practice.

The college bagged the 3rd. prize which was handed over by the Vice-Chancellor of Hemchand Yadav Vishwavidyalaya Dr. Aruna Palta. She appreciated and congratulated the efforts of the Principal in initiating the betterment of the institution.

File Description	Documents
Best practices in the Institutional website	<a href="https://bmmbhilai.com/assets/download/7.2.1._BEST_PRACTICES.pdf">https://bmmbhilai.com/assets/download/7.2.1._BEST_PRACTICES.pdf</a>
Any other relevant information	<a href="https://bmmbhilai.com/assets/download/7.1.5._VIEW_FILE_2.pdf">https://bmmbhilai.com/assets/download/7.1.5._VIEW_FILE_2.pdf</a>

### 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

A social welfare group formed by the B.Ed department of the college named, Samarpan, has been conducting various social activities for the benefit of the deprived and under privileged over the years.

This group encourage Adult Education in slum areas and extends financial and physical assistance in old age homes, children homes, special schools and Govt Hospitals of Durg and Bhilai. The Samarpan group tries to fulfil the needs of the needy people and the various activities are organized under the able guidance and patronage of the teachers of the Education deptt.

Samarpan member's two NSS units & site of the college are closely associated in supporting Govt initiatives like pulse polio abhiyan, Blood donation Camps and Swachh Bharat Abhiyan followed by save the girl child and save the environment issues by spreading awareness amongst the people of surrounding areas.

#### Community Camps

A community camp is also organized every year in the village of Durg Dist. along with organizing cultural activities, awareness rallies and Nukkad Nataks to educate and spread awareness amongst the people of surrounding areas.



File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3.2 - Plan of action for the next academic year

1. To enhance and upgrade ICT facilities in college and train both the staff as well as students to get acquainted to them and utilize them to their best possible as it was obvious that the entire session due to corona and lockdowns had to be taught through on line modes.
2. All theoretical and practical training if lacking due to online teaching will be compensated by starting additional bridge courses right from the onset of the session.
3. Will introduce & start more certificate courses, diploma and oriented courses in tune with NEP.
4. To increase placement by starting additional coaching classes to train for more & more success.
5. Enhance Research activities by opening more & more Research Centres in maximum subjects and registration of more & more supervisors.
6. To fulfil the dream of transforming the institution into an independent women's university at the earliest-.
7. To develop a centralized equipment lab of expensive but useful apparatus to fulfil the aspect of inter disciplinary and multidisciplinary courses.