

6.2.1-The institutional Strategic /perspective plan is effectively deployed

Govt. C.L.C. College Patan, dist.-Durg (C.G.)

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Strategic plan and deployment

1. Teaching and learning:

- (a) Faculty members maintain a Lesson Execution Diary which consists of the date, period of class taken and the topic handled.
- (b) The teaching-time table is prepared by a committee. The teaching plan is prepared for each month, before the starting of the month. The teacher maintains this diary every month.
- (c) Faculty members are also encouraged to attend faculty developing programs outside the college conducted by other institutions. Due to this reason, there is no limitation of number of programs to be attended, provided the teaching work does not suffer.

2. Community Engagement-


- (a) Regular Field Work by NSS- The NSS students are placed for regular activity in the college campus. Many times they carry out community development activities in the community.
 - (b) Village Adoption-The NSS of the College adopts one or two villages, where they do their activity of community development.
 - (c) Special camp in village-One special camp of NSS is organized every year, in which the students of NSS go to get introduction with village and do their constructive social work there.
- Red Cross Society: The College carries out regular activities under Red Cross Society. Some of them are blood checking, anti-worm pills distribution, AIDS awareness program and general health and hygiene awareness program.

3. Constructive Engagement-

- (a) Literature and Cultural understanding among students- It is developed by taking various programs.
- (b) Career and counseling programs are organized time-to-time
- (c) Motivational lecture of experts are organized.

The Action Taken Report of the institute, made for each year can be seen from the link


<http://govtcccollegepatan.in/newsData/Report55.pdf>


Principal
Govt.C.L.C.Arts and Science
College Patan, Distt.-Durg (C.G.)

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FUTURE PLAN

S.N.	NAME OF PLAN	ACTIVITY FOR THIS PLAN
1	COLLEGE BOUNDARY WALL	PROPOSAL SENT TO GOVT. AND BHUMI-PUJAN HAS BEEN DONE INJUN-2020 BY CM
2	HOSTEL BOUNDARY WALL	PROPOSAL PREPARED AND SENT
3	POST FOR GIRL'S HOSTEL	POST HAS BEEN SANCTIONED
4	OPENING OF GIRLS HOSTEL	AFTER BOUNDARY WALL AND POST FILLING
5	B.A. IN ENGLISH LITERATURE	WILL BE START NEXT SESSION
6	M.COM.	PROPOSAL SENT TO DHE C.G.
7	BOY'S NCC WING	PROPOSAL SENT TO NCC OFFICE
8	SCIENCE BLOCK	PROPOSAL SENT TO GOVT.
9	SOLAR ENERGY	PROPOSAL SENT TO CREDA
10	BUS TRANSPORTATION	BUS-STAND INAUGURATED
11	SPORTS FACILITY	PROPOSAL SENT TO PWD
12	ENGLISH LANGUAGE LAB	WILL BE START IN NEXT SESSION


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प्रपत्र - 1

प्रदेश के शासकीय महाविद्यालयों में स्थापित छात्रावास (कन्या/बालक) की जानकारी।

महाविद्यालय का नाम - शासकीय चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला -
दुर्ग (छत्तागढ़)

जिला - दुर्ग

क्र.	विन्दु	कन्या छात्रावास	बालक छात्रावास
1	क्या महाविद्यालय में छात्रावास हेतु भवन निर्मित है ? हाँ/नहीं	हाँ	-
2	यदि हाँ तो कब से (निर्माण का वर्ष)	2013	-
3	निर्माण किस मद से कराया गया है ? शासन / यूजीसी / स्ववित्तीय	यूजीसी	-
4	क्या वर्तमान में छात्रावास संचालित है ? हाँ/नहीं	नहीं	-
5	यदि हाँ तो कब से ?	-	-
6	स्वीकृत सीट संख्या	20	-
7	वर्तमान में निवासरत छात्र संख्या	-	-
8	छात्रावास हेतु स्वीकृत पदों का नाम एवं पद संख्या	शासन द्वारा पद की स्वीकृति नहीं है।	-
9	यदि भवन निर्मित है एवं छात्रावास संचालित नहीं है तो क्यों ? एवं भवन का उपयोग वर्तमान में किस प्रयोजन हेतु किया जा रहा है ?	वर्तमान में किसी भी प्रयोजन के लिए छात्रावास का उपयोग नहीं किया जा रहा है।	-
10	छात्रावास संचालन हेतु क्या आवश्यकताएँ हैं विवरण दें ?	1. छात्रावास अधीक्षक - 01 पद 2. रसोईया - 01 पद 3. चौकीदार - 01 पद 4. भृत्य - 01 पद 5. स्वीपर - 01 पद रसोई से संबंधित बर्तन, गैस सिलेडर, गैस चूल्हा।	-

Kalmu
प्राचार्य के हस्ताक्षर
प्राचार्य
शास. सी. एल. सी. कला एवं विज्ञान
महाविद्यालय, पाटन, जिला - दुर्ग (छ. ग.)

Office/desktop

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कार्यालय प्राचार्य
शासकीय चन्द्रलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ.ग.)
फोन एवं फैक्स नं. - 07826 - 273675
Email: patancollege@gmail.com, website: govtcecollegepatan.in
UGC Code -202013, Naac Accredited "B" Grade 2.37

क्रमांक 1389 /स्था. /2017 पाटन, दिनांक 13/11/17

प्रति,
जिलाधीश महोदय,
जिला - दुर्ग (छ.ग.)

विषय :- शासकीय चन्द्रलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन के महिला छात्रावास में चारदिवारी एवं पदों की स्वीकृति बाबत।

संदर्भ :- आयुक्त महोदय उ.शि.वि. के साथ दुर्ग में आयोजित विडियों कान्फ्रेंसिंग में प्राप्त निर्देश के संबंध में।

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संदर्भित विषयान्तर्गत लेख है कि इस महाविद्यालय में यू.जी.सी. मद से महिला छात्रावास का निर्माण हो चुका है। किन्तु छात्रावास में चारदिवारी एवं पदों की स्वीकृति के अभाव में छात्रावास का संचालन नहीं हो पा रहा है।

आयुक्त महोदय उच्च शिक्षा विभाग के साथ दुर्ग में आयोजित विडियों कान्फ्रेंसिंग में जिलाधीश दुर्ग से चारदिवारी एवं पदों के संबंध में पत्र प्रेषित किए जाने का निर्देश प्राप्त हुआ था।

अतः आपसे निवेदन है कि उपरोक्त संबंध में आवश्यक कार्यवाही करने की कृपा करें।

संलग्न - आवश्यक पदों की विवरण।

[Signature]  
डॉ.(श्रीमती) कल्पना शर्मा  
प्राचार्य  
शासकीय चन्द्रलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ.ग.)  
पाटन, दिनांक 13/11/17

पु.क. 1390 /स्था. /2017

प्रतिलिपि :- आयुक्त महोदय, उच्च शिक्षा संचालनालय, नया रायपुर (छ.ग.) ।

[Signature]  
डॉ.(श्रीमती) कल्पना शर्मा  
प्राचार्य  
शासकीय चन्द्रलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ.ग.)

OFFICE NAGWANSHI



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6-2-1

**कार्यालय कलेक्टर, जिला दुर्ग (छ.ग.)**  
//ज्ञापन//

/वरि.लि.-2/2019

दुर्ग, दिनांक / / 2019

कार्यपालन अभियंता,  
ग्रामीण यांत्रिकी सेवा संभाग, दुर्ग

विषय :- महिला छात्रावास में अहाता निर्माण हेतु प्राप्त प्राक्कलन का प्रेषण।

संदर्भ :- प्राचार्य, शासकीय चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय पाटन जिला  
दुर्ग का पत्र क्रमांक 103/स्था./2019 पाटन दिनांक 05.09.2019

—00—

विषयांतर्गत संदर्भित पत्र का अवलोकन करने का कष्ट करें। उक्त पत्र में संलग्न अनुविभागीय अधिकारी ग्रामीण यांत्रिकी सेवा उपसंभाग पाटन जिला दुर्ग के पत्र क्रमांक 195/कार्य-19/ग्रा.या.से./2019 पाटन दिनांक 14.08.2019 के तारतम्य में संदर्भित पत्र में शासकीय चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय पाटन में यूजीसी मद से निर्मित महिला छात्रावास में आहाता निर्माण हेतु अनुविभागीय अधिकारी, ग्रामीण यांत्रिकी सेवा उपसंभाग पाटन जिला दुर्ग द्वारा प्राप्त प्राक्कलन की प्रति आवश्यक कार्यवाही हेतु आपकी ओर भेजी जा रही है।

संलग्न :- उपरोक्तानुसार।

पृ.क्रमांक/ 10582  
प्रतिलिपि :- /वरि.लि.-2/2019/ख-क-23

प्राचार्य, शासकीय चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय पाटन जिला  
दुर्ग को सूचनार्थ प्रेषित।

डिप्टी कलेक्टर  
वास्ते कलेक्टर, दुर्ग  
दुर्ग, दिनांक 10/10/2019

डिप्टी कलेक्टर  
वास्ते कलेक्टर, दुर्ग  
दुर्ग, दिनांक 24/09/19

New Computer X/SC-2 Letter/368

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**कार्यालय आयुक्त उच्च शिक्षा संचालनालय**  
ब्लॉक सी-30, द्वितीय एवं तृतीय तल, इन्द्रावती नगर, नया रायपुर (छ0ग0)

क. 2044  
दिनांक 2/8/18  
प्रमाणित जिला-दुर्ग (उ.ग.)

कमांक 232/02/आवशि/योजना/18 नया रायपुर, दिनांक 3/8/2018

प्राप्त  
समस्त शासकीय महाविद्यालय,  
छत्तीसगढ़

विषय- वर्ष 2018-19 बजट में प्राक्धान अनुसार प्रदेश के शासकीय महाविद्यालयों में कन्या/बालक छात्रावास हेतु पदों का सृजन हेतु प्रशासकीय स्वीकृति प्राप्त करने हेतु।

संदर्भ- छ0ग0शासन उच्च शिक्षा विभाग का पत्र क्रमांक एक 3-6/2018/38-1 रायपुर दिनांक 13/07/2018

—000—

राज्य शासन के संदर्भित आदेशानुसार द्वारा प्रदेश के शासकीय महाविद्यालयों में कन्या/बालक छात्रावास हेतु 70 पदों की सृजन की स्वीकृति प्रदान की गई है। इन महाविद्यालयों में पद सृजन की स्वीकृति प्रदान की जाती है।

शासकीय महेंद्र कर्मा कन्या महाविद्यालय दतेवाड़ा हेतु पदों का विवरण निम्नानुसार है—

| क्र | महाविद्यालय का नाम                              | छात्रावास अधीक्षिका | भृत्य         | स्वच्छक       | स्वच्छक अशकालीन  |
|-----|-------------------------------------------------|---------------------|---------------|---------------|------------------|
| 1   | शासकीय महेंद्र कर्मा कन्या महाविद्यालय दतेवाड़ा | लेवल-07<br>01       | लेवल-01<br>02 | लेवल-01<br>01 | कलेक्टर दर<br>05 |

उपरोक्त पदों पर कार्य मांग संख्या 41 - अनुसूचित जनजाति उपयोजना - मुख्य शीर्ष 2202-सामान्य शिक्षा-(03)- विश्वविद्यालय और उच्च शिक्षा-0102- अनुसूचित जनजाति उप योजना-(103)- सरकारी कॉलेज और संस्थान-798-कला, विज्ञान एवं वाणिज्य महाविद्यालय आदिवासी क्षेत्र उपयोजना मद के अंतर्गत विकल्पनीय होगा।

07 कन्या एवं 06 बालक छात्रावास के संचालन हेतु पदों का विवरण निम्नानुसार है—

07 कन्या छात्रावास के संचालन हेतु पदों का विवरण :-

| क्र | महाविद्यालय का नाम                                 | छात्रावास अधीक्षिका | भृत्य        | स्वच्छक      | स्वच्छक अशकालीन  | कुल |
|-----|----------------------------------------------------|---------------------|--------------|--------------|------------------|-----|
| 1   | शासकीय गजानंद अग्रवाल पी.जी. महाविद्यालय भाटोपाड़ा | लेवल-7<br>01        | लेवल-1<br>02 | लेवल-1<br>01 | कलेक्टर दर<br>01 | 05  |
| 2   | शासकीय स्व. चन्द्रलाल चन्द्राकर महाविद्यालय पाटन   | 01                  | 02           | 01           | 01               | 05  |
| 3   | शासकीय महाविद्यालय डोंगरगांव जिला-राजनांदगांव      | 01                  | 02           | 01           | 01               | 05  |
| 4   | शासकीय मुकुटधर पाण्डे महाविद्यालय कटघोरा           | 01                  | 02           | 01           | 01               | 05  |
| 5   | शासकीय राम्य भारती महाविद्यालय हरदो बाजार          | 01                  | 02           | 01           | 01               | 05  |
| 6   | शासकीय क.एम.टी. कन्या महा. रायगढ़                  | 01                  | 02           | 01           | 01               | 05  |

planning 2017-18, letter new colleges 17-18 [Type text]

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

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|   |                                    |    |    |    |    |    |
|---|------------------------------------|----|----|----|----|----|
| 7 | शासकीय एन.ई.एस. पी.जी. महा. रायपुर | 01 | 02 | 01 | 01 | 05 |
|   | योग                                | 7  | 14 | 7  | 7  | 35 |

06 बालक छात्रावास के संचालन हेतु पदों का विवरण -

| क्र. | महाविद्यालय का नाम                                  | छात्रावास अधीक्षक | भूतल   | स्वच्छक | स्वच्छक अंशकालीन | कुल |
|------|-----------------------------------------------------|-------------------|--------|---------|------------------|-----|
|      |                                                     | लेवल-7            | लेवल-1 | लेवल-1  | कलेक्टर दर       |     |
| 1    | शासकीय मायाजुन पी.जी. विज्ञान महा. रायपुर           | 01                | 02     | 01      | 01               | 5   |
| 2    | शासकीय विद्याता पी.जी. महाविद्यालय दुर्ग जिला-दुर्ग | 01                | 02     | 01      | 01               | 05  |
| 3    | शासकीय भानुप्रतापदेव पी.जी. महा. रायपुर             | 01                | 02     | 01      | 01               | 05  |
| 4    | शासकीय महर्षि वाल्मिकी महाविद्यालय भानुप्रतापपुर    | 01                | 02     | 01      | 01               | 05  |
| 5    | शासकीय ई.रा.रा पी.जी. विज्ञान महा. बिलासपुर         | 01                | 02     | 01      | 01               | 05  |
| 6    | शासकीय राजीव गांधी पी.जी. महा. अंबिकापुर            | 01                | 02     | 01      | 01               | 05  |
|      | योग                                                 | 06                | 12     | 06      | 06               | 30  |

भाग संख्या 44 - अनुसूचित जनजाति उपयोजना - मुख्य शीर्ष 2202-सामान्य शिक्षा-(03)- विश्वविद्यालय और उच्च शिक्षा-0101- राज्य आयोजना सामान्य-(103)- सरकारी कॉलेज और संस्थाएं-798-कला विज्ञान एवं वाणिज्य महाविद्यालय आयोजना अंतर्गत विकल्पनीय होगा। (आयुक्त, उच्च शिक्षा द्वारा अनुमोदित)

(डॉ. हिमांशु शेखर कर)

अपर संचालक

उच्च शिक्षा, नया रायपुर (छ.ग.)

पृ० क्रमांक-283/02/आरशि/योजना/18 नया रायपुर, दिनांक 3/8/2018

प्रतिलिपि -

1. विशेष सहायक, मान. मंत्री जी, छ०ग०शासन उच्च शिक्षा विभाग, मंत्रालय नया रायपुर।
2. सचिव, छ०ग०शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन नया रायपुर।
3. सचिव, छ०ग०शासन, वित्त विभाग, नया मंत्रालय रायपुर।
4. आयुक्त, उच्च शिक्षा के निज सहायक, उच्च शिक्षा संचालनालय, नया रायपुर (छ.ग.)
5. महालेखाकार, छ०ग० रायपुर,।
6. अपर संचालक (पित्त) उच्च शिक्षा संचालनालय, रायपुर की ओर सूचनार्थ।
7. संबंधित जिला फौजालय अधिकारी, छत्तीसगढ़।
8. संयुक्त संचालक (राजपत्रित/अराजपत्रित/प्राचार्य प्रकोष्ठ) उच्च शिक्षा संचालनालय।
9. क्षेत्रीय अपर संचालक, उच्च शिक्षा रायपुर/दुर्ग/अंबिकापुर/बिलासपुर/जगदलपुर (छ.ग.)
10. प्राचार्य, समस्त अगणी महाविद्यालय छत्तीसगढ़।

की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

अपर संचालक

उच्च शिक्षा, नया रायपुर (छ.ग.)

Scanned by CamScanner



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6.2.1

12

कार्यालय प्राचार्य  
शासकीय चन्दूलाल चन्दाकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ.ग.0)  
फोन एवं फैक्स नं. - 07826 - 273675  
Email: [patancollege@gmail.com](mailto:patancollege@gmail.com), website : [govtcccollegepatan.in](http://govtcccollegepatan.in)  
UGC Code -202013, Naac Accredited "B" Grade 2.37

क्रमांक 364 /स्था./2019

पाटन, दिनांक 16/08/2019

प्रति,

आयुक्त महोदय,

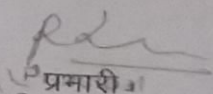
उच्च शिक्षा संचालनालय,

अटल नगर, रायपुर (छ.ग.)

विषय :- नवीन पाठ्यक्रम एम. कॉम तथा स्नातक स्तर पर अंग्रेजी साहित्य विषय प्रारंभ करने हेतु अनुमति प्रदान करने बाबत।

महोदय जी,

उपरोक्त विषयांतर्गत लेख है कि इस महाविद्यालय में वर्तमान में बी. कॉम एवं बी. ए. स्नातक स्तर पर पाठ्यक्रम संचालित है। उक्त विषय में छात्रों के जनहित उद्देश्य से कला संकाय में स्नातक स्तर पर अंग्रेजी साहित्य एवं स्नातकोत्तर स्तर पर एम. कॉम के पाठ्यक्रम शासकीय मद से संचालित करने हेतु सादर अनुमति प्रदान करने की कृपा करें।

  
प्रभारी  
Govt C.L.C. Arts and Sciences  
College Patan, Dist. Durg (C.G.)

OFFICE NAGWANSHI -II



6.2.1

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कार्यालय प्राचार्य  
शासकीय चन्द्रूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ.ग.ग.)  
फोन एवं फैक्स नं. - 07826 - 273675  
Email: patancollege@gmail.com, website :govtccccollegepatan.in  
UGC Code -202013, Naac Accredited "B" Grade 2,37

क्रमांक / 803 / स्था. / 2019 पाटन दिनांक 15/7/2019

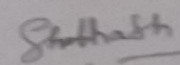
प्रति,  
आयुक्त महोदय,  
उच्च शिक्षा संचालनालय,  
नवा रायपुर, अटल नगर (छ.ग.)

निष्य :- सत्र 2019-20 में बी.एस-सी. स्नातक में भूगोल विषय से संबंधित विषय समूह में सीट स्वीकृत करने बाबत।  
संलग्न:- पत्र क्र. 1439/अका./2019 दुर्ग दिनांक 02/07/2019।

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उपरोक्त संदर्भित पत्र के तारतम्य में विषयान्तर्गत लेख है कि शासकीय चन्द्रूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला दुर्ग में बी.एस-सी. स्नातक में भूगोल विषय से संबंधित विषय समूह (1) गणित, भौतिक एवं भूगोल (2) रसायनशास्त्र, वनस्पतिशास्त्र एवं भूगोल को प्रारंभ करने हेतु महाविद्यालय में स्टाफ काउंसिल की बैठक आयोजित की गई जिसमें सर्वसम्मति से निर्णय लिया गया।  
अतः विषय दोनो विषय समूह में 60 - 60 सीट स्वीकृत करने की कृपा करें।

क्षेत्र - 1. हेमचंद यादव विश्वविद्यालय से प्राप्त पत्र की छायाप्रति।  
2. महाविद्यालय में आयोजित बैठक रजिस्टर की छायाप्रति।

  
प्राचार्य  
Principal  
Govt. C.L.C. Arts and Science  
College Patan, Distt.-Durg (C.G.)

ICE NAGWANSHI

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

6.2.1

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कार्यालय प्राचार्य  
शासकीय चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ0ग0)  
फोन एंव फैक्स नं. - 07826 - 273675  
Email: patancollege@gmail.com, website: govtececollegepatan.in  
UGC Code-202013, Naac Accredited "B" Grade 2.37

क्रम/क 520 /स्था / 2018 पाटन, दिनांक 11/11/2018

प्रति,  
डॉ. श्रीमती विनोद शर्मा  
संयुक्त सचालक,  
उच्च शिक्षा संचालनमालय, अटल नगर रायपुर (छ0ग0)  
विषय - शासन स्तर से नवीन विषय प्रारंभ करने हेतु प्रस्ताव बाबत।  
संदर्भ - आपका पत्र क्रमांक एफ 346/115/आ.उ.शि योजना 18 अटल नगर रायपुर दिनांक 30/10/2018।

उपरोक्त संदर्भित विषयान्तर्गत लेख है कि शासकीय चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय पाटन जिला -दुर्ग में शासन स्तर से नवीन विषय अंग्रेजी साहित्य छात्रहित में प्रारंभ किये जाने की आवश्यकता है। आपके द्वारा चाही गई जानकारी कड़िकावार निम्नानुसार है -

1. पाटन नगर के पोषक विद्यालय में अंग्रेजी अनिवार्य विषय पढ़ाई की जाती है।
2. महाविद्यालय में अधोसंरचना - भवन /अध्यापन कक्ष /फर्नीचर की पर्याप्त व्यवस्था है।
3. महाविद्यालय में तीनों संकाय की कक्षा संचालित है जिसका विवरण निम्नानुसार है -  
कला संकाय (स्नातक स्तर) - स्नातकशास्त्र, राजनीति विज्ञान, अर्थशास्त्र, भूगोल, हिन्दी साहित्य।  
विज्ञान संकाय (स्नातक स्तर) - गणित, भौतिकशास्त्र, रसायनशास्त्र, वनस्पतिशास्त्र, प्राणीशास्त्र  
वाणिज्य संकाय (स्नातक स्तर) - सभी अनिवार्य विषय।
4. महाविद्यालय में अंग्रेजी के एक सहायक प्राध्यापक का पद स्वीकृत है। वर्तमान में दो सहायक प्राध्यापक पदस्थ हैं।
5. एक अतिरिक्त सहायक प्राध्यापक का पद स्वीकृत करने की कृपा करें।
6. पुस्तकालय में पर्याप्त मात्रा में पुस्तक उपलब्ध हैं।
7. किसी अतिरिक्त वित्तीय बजट की आवश्यकता नहीं है।
8. महाविद्यालय में साधन युक्त अंग्रेजी लैब की सुविधा उपलब्ध है।
9. विद्यार्थियों एवं जनप्रतिनिधियों का मांग पत्र, पत्र के साथ संलग्न है।
10. प्राचार्य का अभिमत - आस - पास के महाविद्यालय में स्नातक स्तर पर अंग्रेजी साहित्य का विषय नहीं है छात्रहित में यहाँ संदर्भित विषय का अध्यापन प्रारंभ किया जा सकता है।

प्र.क 521 /स्था / 2018  
प्रतिलिपि :-  
1. कुलसचिव, दुर्ग विश्वविद्यालय, दुर्ग को सादर सूचनाार्थ।

Shubhash  
डॉ० शोभा श्रीवास्तव  
प्रचार्य  
Govt C.L.C. Arts and Science  
College Patan, Dist. Durg (C.G.)  
02/11/2018  
Shubhash

डॉ० शोभा श्रीवास्तव  
प्रचार्य  
Govt C.L.C. Arts and Science  
College Patan, Dist. Durg (C.G.)

OFFICE NAGIWANSHI

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

कार्यालय प्राचार्य  
6.2.1  
श्रीमती चन्दूलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय पाटन, जिला- दुर्ग(छ.ग)  
फोन एवं फैक्स नं. 07826 - 273675  
ACCREDITED BY NAAC WITH GRADE : B (GRADE POINT: 2.37) UGC COLLEGE CODE : 202013,  
Email: patancollege@gmail.com website www.govtccollegepatan.in  
क्रमांक / 326 / स्था. / 2019 पाटन, दिनांक 29/3/2019

प्रति,  
Commanding Officer  
37, Boys Battalion  
Dungaji Colony, Anupam Garden  
Road, Raipur (C.G.)  
492001

विषय :- महाविद्यालय में एन.सी.सी. बटालियन (Boys) प्रारंभ करने हेतु आवेदन का प्रेषण ।

—00—

उपरोक्त विषयान्तर्गत लेख है कि इस महाविद्यालय में एन.सी.सी. बटालियन (Boys) प्रारंभ करने हेतु निर्धारित आवेदन प्रारूप आवश्यक कार्यवाही हेतु आपकी ओर संलग्न प्रेषित है ।

संलग्न- आवेदन प्रारूप ।

Shobha  
डॉ० शोभा श्रीवास्तव  
प्रभारि प्राचार्य  
Govt.C.L.C.Arts and Science  
College Patan, Distt.-Durg (C.G.)

Desktop:/CLC/Letter 2019 400



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

6.2.1

Appendix 'A' issued with Dte Gen NCC letter  
No. 8641/NCC/PLG dated 11 Aug 71

**APPLICATION FORM FOR RAISING OF SENIOR DIVISION/WING NCC  
SUB UNIT/JUNIOR DIVISION/WING TROOPS**

**(ARMY/NAVY/AIR FORCE WING)**

- (a) Name of institution : Govt. Chandulal Chandrakar Arts & Science College  
Patan Dist. Durg (C.G.)
- (b) Funded by : Central Govt. /State Govt. /aided /Self Financing
- Department of Education under whom functioning : Higher Education
- Number of NCC Units/Coy/Troops (if any):  
already functioning in the institution : Nil
- Name of NCC unit to which affiliated:  
(if applicable) : Nil
- Nearest NCC Unit/Sub Unit(if known): — Nil Govt. Science College Durg.
- Number of NCC units/Coy/Troops desired  
to be raised /allocated and its cadets strength: = 50 (C.G.)
- Total number of students in the college/school:-
 

|                         | Boys | Girls | Total |
|-------------------------|------|-------|-------|
| 10+1 <sup>st</sup> year | 540  | 1069  | 1609  |
| 10+2 <sup>nd</sup> Year | -    | -     | -     |
| IIIrd Year              | -    | -     | -     |
| <b>Total</b>            |      |       |       |

For Junior Division

|                        |   |
|------------------------|---|
| 8 <sup>th</sup> Class  | - |
| 9 <sup>th</sup> Class  | - |
| 10 <sup>th</sup> Class | - |
| <b>Total</b>           |   |
- Name of the Lecturer(s)/Teacher(s)  
Recommended for pre-commissioned  
Training in case NCC Unit/Coy/Troop  
is raised/allocated State Educational  
Qualifications and Appointment : Praveen Jain (Assistant Professor)  
Botany. (M.Sc., M.Tech., NET-JRF)  
Appointed as regular staff.

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

6.2.1

### Conditions for raising of Senior Division/Wing NCC Unit/Coy or Junior Division/Wing troop

A Unit/Coy/troop or part thereof of the Senior/Junior Division is raised in a college/School subject to the following conditions:-

- (a) The college/school shall provide from among the members of the staff NCC officers for the unit/coy/troops at the scales prescribed in Peace Establishment.
- (b) The college/school shall give an undertaking that it can enroll and maintain up to strength of unit/copy/troop on part thereof, which may be allotted to it.
- (c) The college/school shall provide for the unit/copy/troop or part thereof, which may be allotted to it, a store room for the storage of clothing and equipment and an office room for the unit/copy/troop/office.
- (d) The college/school shall provide a suitable miniature rifle range or arrange to obtain the use of such a miniature rifle range.
- (e) The college/school shall be in a position to supplement from its own funds the financial grants made by the State Govt. for the unit/copy/troop or part thereof which may be allotted to it.
- (f) The college/school; shall be in a position to provide the services of a lascar as per authorization of Peace Establishment for smooth conduct of NCC activities (for self financing institutions)

10. Provided that the State Government may, in any case, relax wholly or in part the provision of clause(e) of if it is satisfied that the requisite facilities are provided by schools located in the same place the provisions of clause (c) and (d).

### 11. Declaration by Head of Institution

(a) I hereby declare that the raising of a troop in my college/school will be subject to the conditions stipulated in Rule 3(in respect of Senior Division) and in Rule 4(in respect of junior Division of the NCC Act and Rules (Boys and Rule 3 of NCC Act and Rules (Girls Division) and I will not request for withdrawal of NCC before ten years.

(b) I further declare that the college/school will ensure the following:-

- (i) Enrolment of cadets to the maximum required strength and to maintain the same consistently during the training session.
- (ii) Regular attendance of cadets on parade up to the required percentage lay down.
- (iii) Regular attendance in camps of NCC cadets and NCC officer(s) of the college/School
- (iv) Maintenance of proper discipline of NCC officers and NCC cadets
- (v) Safeguards to ensure NCC cadets of my Institution return all NCC stores, equipment and clothing issued to them for training before they withdraw/leave, the institution or give up NCC.



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

6.2.1

(vi) Accommodation as required will be provided for office store room and strong room.

(vii) Arrangement for medical examination of cadets will be made.

12. In the event of any unsatisfactory performance as regards the points referred to in Para 11 above the NCC unit/coy/troop will be liable to be disbanded or re-allotted/transferred to an other College/School at the discretion and decision of the Deputy Director General of NCC.

Place: Patan  
Date: 29/07/2019

Signature of the Head of Institution  
(Name in Block letter)  
Govt. C. L. C. Arts and Sciences  
College Patan, Distt. Dang (D.D.)

13. Recommendation of the OC Unit to which the proposed unit/coy/troop is to be affiliated. Confirming that the financial commitments vide SNCCO 1/S/65 have been accepted by the institution and sponsor.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Name in Block letter)

14. Recommendation of the NCC Group Commander

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Name in Block letter)

15. Specific recommendation of the Deputy Director General NCC.  
Covering prospects of response to cadets in take, training facilities radius of action/distances, availability of official and domestic accommodation, administrative feasibility.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Name in Block letter)

16. Recommendations of State Government/Sponsor  
The financial commitment as laid down in the Model Budget in respect of the State Government/Sponsor's responsibility is accepted as amended from time to time.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Competent State Govt Official/  
Concerned Ministry Official/Sponsor)

Note: In the event of a private Institution this commitment will be accepted by the Head of the Private Institution.



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

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कार्यालय प्राचार्य

शासकीय चन्दूलाल चन्दाकर कला एवं विज्ञान महाविद्यालय, पाटन, जिला - दुर्ग (छ.ग.)

फोन एवं फैक्स नं. - 07826 - 273675

Email: [patancollege@gmail.com](mailto:patancollege@gmail.com), website: [govtcccollegepatan.in](http://govtcccollegepatan.in)

UGC Code -202013, Naac Accredited "B" Grade 2.37

कमांक 81 /स्था. 2020

पाटन, दिनांक 18 /06 /2020

प्रति

कार्यपालन अभियंता

लोक निर्माण विभाग दुर्ग

जिला - दुर्ग (छ.ग.)

विषय :- प्राक्कलन तैयार करने बाबत।

संदर्भ :- 1. पत्र क. 108/94/आउशि/निस.असं/2020 रायपुर दिनांक 15/06/2020।

उपरोक्त विषयांतर्गत लेख है कि संदर्भित पत्र के बिन्दु कमांक 6 के अनुसार पृथक साईस ब्लॉक भवन का निर्माण करावाया जाना है जिस सेंटर ऑफ एक्सिलेन्स के रूप में विकसित किया जाना प्रस्तावित है। तदनुसार संलग्न सूची के आधार पर प्रयोगशाला एवं कक्षाओं की आवश्यकता है।

अतः प्राक्कलन तैयार कर इस कार्यालय को 02 प्रतियों में उपलब्ध कराने की व्यवस्था करें।

संलग्न -

1. संदर्भित पत्र की छायाप्रति।
2. साईस ब्लॉक हेतु प्रयोगशालाओं एवं कक्षाओं की आवश्यकता की सूची

*Shobha*

प्राचार्या

Govt.C.L.C.Arts and Science  
College Patan, Distt-Durg (C.G.)

OFFICE NAGWANSHI -II

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

संस्कृत चन्द्रलाल चन्द्राकर कला एवं विज्ञान महाविद्यालय पाटन, जिला- दुर्ग(छ.ग) के लिए  
साईंस ब्लॉक सेंटर ऑफ एक्सीलेन्स हेतु प्रस्तावित कक्षाओं की आवश्यकता सूची-

| क्र. | कक्षा का नाम            | विषय एवं कक्षा                       | छात्र संख्या<br>(क्षमता) | नग |
|------|-------------------------|--------------------------------------|--------------------------|----|
| 1    | प्रयोगशाला              | रसायन (स्नातक)                       | 120                      | 01 |
| 2    | प्रयोगशाला              | रसायन (स्नातकोत्तर)                  | 40                       | 01 |
| 3    | क्लास रूम               | एम.एस.सी. पूर्व<br>रसायनशास्त्र      | 20                       | 01 |
| 4    | क्लास रूम               | एम.एस.सी. अंतिम<br>रसायनशास्त्र      | 20                       | 01 |
| 5    | प्रयोगशाला              | भौतिकी (स्नातक)                      | 60                       | 01 |
| 6    | प्रयोगशाला              | कम्प्यूटर लैब                        | 45                       | 01 |
| 7    | प्रयोगशाला              | कम्प्यूटर लैब                        | 45                       | 01 |
| 8    | साईंस रिफ्रेश लाईब्रेरी | डिजिटल लाईब्रेरी                     | 45                       | 01 |
| 9    | क्लास रूम               | एम.एस.सी. पूर्व<br>गणित              | 25                       | 01 |
| 10   | क्लास रूम               | एम.एस.सी. अंतिम<br>गणित              | 25                       | 01 |
| 11   | प्रयोगशाला              | प्राणीशास्त्र<br>(स्नातक)            | 120                      | 01 |
| 12   | प्रयोगशाला              | प्राणीशास्त्र<br>(स्नातकोत्तर)       | 50                       | 01 |
| 13   | क्लास रूम               | एम.एस.सी. - पूर्व<br>प्राणीशास्त्र   | 25                       | 01 |
| 14   | क्लास रूम               | एम.एस.सी. - अंतिम<br>प्राणीशास्त्र   | 25                       | 01 |
| 15   | प्रयोगशाला              | वनस्पति विज्ञान<br>(स्नातक)          | 120                      | 01 |
| 16   | प्रयोगशाला              | वनस्पति विज्ञान<br>(स्नातकोत्तर)     | 40                       | 01 |
| 17   | क्लास रूम               | एम.एस.सी.- पूर्व<br>वनस्पति विज्ञान  | 20                       | 01 |
| 18   | क्लास रूम               | एम.एस.सी. - अंतिम<br>वनस्पति विज्ञान | 20                       | 01 |

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

|    |                      |                                        |    |    |
|----|----------------------|----------------------------------------|----|----|
|    | लेक्चरर रुम          | बी.एस.सी. भाग - एक<br>(बायो सेक्सन -अ) | 60 | 01 |
| 20 | लेक्चरर रुम          | बी.एस.सी. भाग - एक<br>(बायो सेक्सन -ब) | 60 | 01 |
| 21 | लेक्चरर रुम          | बी.एस.सी. भाग - एक<br>(गणित सेक्सन -स) | 60 | 01 |
| 22 | लेक्चरर रुम          | बी.एस.सी. भाग - दो<br>(बायो सेक्सन -अ) | 60 | 01 |
| 23 | लेक्चरर रुम          | बी.एस.सी. भाग -दो<br>(बायो सेक्सन -ब)  | 60 | 01 |
| 24 | लेक्चरर रुम          | बी.एस.सी. भाग -दो<br>(गणित सेक्सन -स)  | 60 | 01 |
| 25 | लेक्चरर रुम          | बी.एस.सी. भाग -तीन<br>(बायो सेक्सन -अ) | 60 | 01 |
| 26 | लेक्चरर रुम          | बी.एस.सी. भाग -तीन<br>(बायो सेक्सन -ब) | 60 | 01 |
| 27 | लेक्चरर रुम          | बी.एस.सी. भाग -तीन<br>(गणित सेक्सन -स) | 60 | 01 |
| 28 | स्टॉफ रुम            |                                        |    | 01 |
| 29 | परीक्षा कंट्रोल रुम  |                                        |    | 01 |
| 30 | इवेन्ट /सेमीनार हॉल  |                                        |    | 01 |
| 31 | गर्ल्स कॉमन रुम      |                                        |    | 01 |
| 32 | वॉश रुम / टायलेट रुम |                                        |    | 04 |

नोट - प्रत्येक प्रयोगशाला के साथ प्राध्यापक केबिन और स्टोर रुम आवश्यक होगी।

Shabbash  
Principal  
प्रिन्सिपल  
Govt.C.L.C. Arts and Science  
College Palani, Distt -Durg (C.G.)



## Action Taken Report 2014-15

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### Action Taken Report 2014-15

| Plan of Action                                                                                                                                                                                                                                                   | Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. <b>Academic calendar</b> execution must be monitored and quarterly report should be given to IQAC by the HOD's of all the Departments.                                                                                                                        | Academic calendar of 2014-15 received from Pt. Ravishankar Shukla University, Raipur. The college runs accordingly during the session. (Annexure-1)                                                                                                                                                                                                                                                                                                                               |
| 2. In the beginning of session for curricular and co curricular education <b>different committees</b> should be formed and a copy of the same must be provided to IQAC.                                                                                          | Committee were constituted at the beginning of session. (Annexure-2)                                                                                                                                                                                                                                                                                                                                                                                                              |
| 3. <b>Teaching time table</b> should be prepared according to the University syllabus, combined and Departmental Time Table copy should be given to IQAC                                                                                                         | Teaching time <b>table is prepared and distributed to teachers (Annexure-3)</b>                                                                                                                                                                                                                                                                                                                                                                                                   |
| 4. Students should be informed about the rules and regulations and consequences of ragging, and in disciplinary action in the beginning of the session and the respective committees should inspect regularly. The report of the same must be preserved.         | Rules and regulations are displayed in the college signboard, notice board and suitable places in the campus. The same is also given in the college broacher.                                                                                                                                                                                                                                                                                                                     |
| 5. Teacher should be inspired to participate actively in <b>workshops</b> , seminars at the same time students should be inspired to participate in educational excursions.                                                                                      | Dr. R. K. Verma attended National workshop on Graph Theory at Bhilai-3, (Durg) college held on 07-08 Nov.2014. He also attended the workshop of RUSA on 9.5.2015, at Govt. VYT Auto.PG college Durg, (C.G.). In Aug.2014, Dr. Shakil Hussain was resource person and Judge of National seminar at Navin Girls college Raipur. On 03-04 Feb. 2015, Dr. Shakil Hussain take part in the National Seminar held at Digvijay College Rajnandgaon. Educational tour in Botany was done. |
| 6. For UG, PG students, a series of subject expert's lecture should be arranged in the college, through remedial classes for SC/ST/OBC and privileged class students. The record must be maintained by all the HOD's and provided to Coordinator of the program. | A series of power-point presentation on Botany was given by Dr. Purnima Seth. The PGDCA student prepared their projectwork through ppt. Guest lecture of Prof. Panda of Sci. Coll. Durg, organized.                                                                                                                                                                                                                                                                               |

## Action Taken Report 2014-15

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| 7. For career advancement and placement workshops /seminars / lectures of professionals should be arranged.                                                                                                                                                              | The <b>cultural knowledge examination</b> was held on October 2014. A number of students take part in this examination and won the certificate from Gayatri-Tirth Haridwar (UT). Career counseling program organized in our college by Prism college, Utai.                                                                                                                                                      |
| 8. To introduce computer literacy programs for the students, teachers and non teaching-staffs computer lab with internet facilities requirement must be fulfilled.                                                                                                       | Computer teacher Ms. Bina Dehari and Sri Suryakant Verma taught basic knowledge of Computer to PG students, regularly. Due to this, all PG student presented ppt and can search subject material in the internet.                                                                                                                                                                                                |
| 9. To improve the English language and applied knowledge of Mathematics of students A English language lab and Mathematics lab should improve performance and internal examination must be conducted and record should be properly maintained.                           | English language lab helped students in improving their English knowledge. Mathematics lab was developed, and posters, banners etc. and other activity helped in enhancing scientific knowledge. Further, <b>Mathematics Aptitude Test</b> organized on 27.09.2014 in which 91 students of UG, PG took part. In the 'science club' activity, student presented models, posters, and charts based on Mathematics. |
| 10. Students should be motivated to use library and issue books. Librarian should delivered lecture regarding rules and regulations of library and books availability in the beginning of the session, to get them updated and records of the events must be maintained. | Information regarding the <b>use</b> of library is displayed in the notice board time to time. A separate notice board in Library is available for this purpose. As soon as, some important notice comes for students, it is also displayed in the <b>main notice board</b> . The Librarian and Teaching staff motivated students to use library in a program held on 08.09.2014.                                |
| 11. New course books, reference books, competitive books, journals and magazines should be subscribed                                                                                                                                                                    | Librarian purchased new books for college.                                                                                                                                                                                                                                                                                                                                                                       |
| 12. To get the library services updated and quick responding automation of library should be done.                                                                                                                                                                       | Three computers are available in the library.                                                                                                                                                                                                                                                                                                                                                                    |
| 13. Proposals for national seminar and minor research projects should be sent to UGC by departments.                                                                                                                                                                     | No proposal was sent to UGC.                                                                                                                                                                                                                                                                                                                                                                                     |
| 14. A temporary Computer operator must be hired for day today works of IQAC.                                                                                                                                                                                             | Mr. Ramdev Bhuariya did the typing as interim arrangement alternative. Proposal to fill post of temporary Computer operator has been passed by JBS.                                                                                                                                                                                                                                                              |

## Action Taken Report 2014-15


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| 15. For community service NSS camps and Red Cross activities should be diversified and record must be given to IQAC.                                                                                                         | The second branch of NSS started in the college. All programs of regular activity and special camp were organized by NSS. Healthcheck-up and blood-group checking program organized by Red-cross. AIDS awareness rally was conducted by the Red-cross officer. |
| 16. New teachers should be appointed through Janbhagidari(internal resources) for UG/PG classes.                                                                                                                             | 03 contract teachers and 12 JBS teacherstaught UG and PG classes.                                                                                                                                                                                              |
| 17. Feed-Back forms must be translated in Hindi language and provided to all the stakeholders of the College. A committee of all the HoD's was formed to analyze the report and copy of the report must be provided to IQAC. | Hindi format were distributed to all stake holders. Feedback analysis has been done.The copy is with IQAC.                                                                                                                                                     |
| 18. Internal examination conducting and monitoring committee must be formed and the final result should be given to IQAC.                                                                                                    | According to academic calendar 2014-15, theInternal examinations were held. The answer-sheets were observed by the students.                                                                                                                                   |
| 19. Provision for Shade construction over fees counter isneeded for the convenience of the students.                                                                                                                         | Shade construction is completed.                                                                                                                                                                                                                               |
| 20. To upgrade teaching quality smart class should beinstalled and LCD projector should be provided.                                                                                                                         | Smart class is conducted in some departments. The geography department hasfitted smart board. LCD projector is used in Botany, Zoology. The Office also has a LCD projector.                                                                                   |
| 21. GIS software should be purchased for Geography Department.                                                                                                                                                               | HoD will decide to purchase.                                                                                                                                                                                                                                   |
| 22. A Botanical Garden is required for applied study.                                                                                                                                                                        | Botanical garden is constructed and it is in the process of developing.                                                                                                                                                                                        |
| 23. For Women's Hostel, furniture should be purchased and for the sanction of the post of warden, the letter must bewritten to the H.E.D. (C.G Government.)                                                                  | done                                                                                                                                                                                                                                                           |
| 24. Red-cross should organize Awareness programs <i>i.e.</i> Health checkup camps, AIDS awareness lectures, Environment days, literacy and Adult education program, etc for the improvement of quality of life in this area. | 02.10.2014 "BHARAT SWACHHATA ABHIYAN" joint program of cleanliness, with Rally organized. In 08.10.2014, blood group testing and Health-checkup program organized.                                                                                             |
| 25. Canteen construction proposal should be present before Janbhagidari Committee.                                                                                                                                           | JBS committee will decide for permanent canteen.                                                                                                                                                                                                               |



## Action Taken Report 2014-15

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| 26. In view the of infrastructure development a fresh proposal for Boundary wall of Women's Hostel should be constructed and forwarded to HED. C.G Government. | State Govt. is going to conduct examination for the Post of Hostel-warden. As, soon as the post of warden is fulfilled, Boundary wall will construct. |
| 27. Proposal for water harvesting should be made with thehelp of PWD.                                                                                          | Library building is going to complete itsconstruction.<br>PWD will construct the<br>"Water-Harvesting" near library.                                  |
| 28. Sports department should prepare fresh proposal for sports infrastructure development and sent to UGC under 12 <sup>th</sup> Plan.                         | Fresh proposal will be proposed in front of JBS.                                                                                                      |

  
**Principal**  
Govt.C.L.C.Arts and Science  
College Patan, Distt.-Durg (C.G.)

# Action Taken Report 2015-16

## Action Taken Report 2015-16

| Plan of Action                                                                                                                                                                                                                                                                                                    | Achievements                                                                                                                                                                                                                                                                                                                                        |
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| 1. All the HOD's of each department will observe the calendar of Academic Session 2015-16. They will confirm to monitor, apply and submit the report to the IQAC. For their reference, they may use the university calendar provided by the government, ref. <a href="http://www.prsu.ac.in">www.prsu.ac.in</a> . | Academic calendar of 2015-16 downloaded from the Pt. Ravishankar University. The college followed accordingly during the session 2015-16.                                                                                                                                                                                                           |
| 2. In the beginning of the session 2015-16, for curricular and co-curricular activities, respective committees should be formed and a copy of the same must be provided to the IQAC.                                                                                                                              | Official letter no-389/estt./2015 patan date-18.06.2015 released as per Committee was constituted at the beginning of session.                                                                                                                                                                                                                      |
| 3. Teaching time-table should be prepared according to the University syllabus, combined and Departmental Time-Table copy should be given to the IQAC.                                                                                                                                                            | A committee of time-table headed by prof. B. M. Sahu released the Teaching time <b>table</b> .                                                                                                                                                                                                                                                      |
| 4. Students should be informed about the rules and regulations and consequences of ragging, and in disciplinary action in the beginning of the session and the respective committees should inspect regularly. The report of the same must be preserved.                                                          | Rules and regulations are displayed in the college signboard, notice board and suitable places in the campus. The same is also given in the college broacher.                                                                                                                                                                                       |
| 5. Teacher should be inspired to participate in paper publication, <b>workshops</b> , seminars; and they are required to submit the record to the IQAC. At the same time students should be inspired to participate in educational excursions.                                                                    | (i) Dr. R. K. Verma published 02 papers in Journals. He also attended the CHIPS training at Mantralaya and Govt. Patankar Girls college Durg. He attended the IQAC seminar, held at Prekshagriha Pt. RSU Raipur.<br>(ii) Educational tour in Zoology at Raipur & Botany were done.                                                                  |
| 6. Series of lectures of subject expert should be arranged in the college, through "remedial classes" for SC/ST/OBC and under-privileged class students. The concerned HOD's are requested to provide the details.                                                                                                | <b>Besides Remedial classes, a series of lectures were organized as follows:</b><br>(i) Guest lecture on "side-effects of pesticides" is given by Dr. Purnima Seth.<br>(ii) Discussion on 'new education policy' discussion by RUSA<br>(iii) Science quiz a program on Science day organized.<br>(iv) Guest lecture on 'group theory' by Prof. Upma |
|                                                                                                                                                                                                                                                                                                                   | Srivastava Chemistry subject.<br>(v) Guest Lecture on SPORTS by Dr. C. D. Agashe, Pt. RSU Raipur<br>(vi) Guest lecture on "How to use mobiles-a precaution" by Rumen Technology, Bhilai                                                                                                                                                             |
| 7. For career advancement and placement among students, workshops/seminars/guest lecture etc., of the professionals should be arranged. Its documents and photographs must be provided to IQAC.                                                                                                                   | (i) Career counseling program by prism Engineering College, Utai, dist-Durg.<br>(ii) Career counseling program by NSDC.<br>(iii) Career counseling program "Tejas Academy" on competition exams like PSC, IAS etc, was given.                                                                                                                       |
| 8. The motivational lecture, best practices program, program of personality development, etc. must be organized and a report should be provided to the IQAC.                                                                                                                                                      | (i) Motivational lecture of Dr. Sandhya Madan Mohan on good food habits is organized by IQAC.<br>(ii) Guest lecture by M. M. Srivastava on "personality development" is organized by IQAC.<br>(iii) Guest lecture by Dr. Shakil Hussain on                                                                                                          |

## Action Taken Report 2015-16

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|                                                                                                                                                                                                                                                                             | preparation of competition exam organized by IQAC.                                                                                                                                                                                                                                                                                                                                                                                                       |
| 9. To introduce computer literacy programs for the students, teachers and non-teaching-staffs Computer-lab with internet facilities should be available. A computer training program must be organized especially for UG first year students.                               | <p>(i) Computer literacy training program for UG firstyear student was started. They take training in ten batches.</p> <p>(ii) For M.Sc.-II semester (zool.) computer knowledgeprogram started. It was of 10 days program.</p> <p>(iii) RUSA also organized a computertaining program for teachers.</p> <p>(iv) Computer literacy program for helping-stafforganized.</p> <p>(v) Training on how to make Digital locker organizedfor PGDCA students.</p> |
| 10. Students should be motivated to use library and issue books. Librarian should deliver lecture-regarding rules and regulations of library and books availability in the beginningof the session, to make students updated.                                               | <p>(i) There are notices on notice board at each suitableplace in campus, where the library notices are shown.</p> <p>(ii) A guest lecture on “how to use library” by Mrs. Preeti Sharma is organized</p>                                                                                                                                                                                                                                                |
| 11. From college stake holders, old books, specimen copies, reference books, other general knowledge books must be collected by the librarian and the record of the same must be maintained. To make better utility of the library, the stake holders must also beincluded. | The Coordinator Dr. R. K. Verma of IQAC donated 30books for the use of students.                                                                                                                                                                                                                                                                                                                                                                         |
| 12. A booklet of publications regarding collegenews in various newspapers must be prepared by the librarian and it must be maintained session-wise. This booklet must be submitted to IQAC after ending the session..                                                       | It is preparing.                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 13. New course books, reference books, competitive books, journals and magazines should be subscribed. The list of books must be provided by all the HOD's to the Librarian.                                                                                                | Books are purchased as per government rule, by theLibrarian.                                                                                                                                                                                                                                                                                                                                                                                             |
| 14. To get the library services updated and quickresponding, automation of library should be done. The books should be issued and all the records should be maintained into the computer.                                                                                   | There are three computers in library. Automationprocedure is to be done.                                                                                                                                                                                                                                                                                                                                                                                 |
| 15. Proposals for workshop, seminar, minor research projects, faculty development program, other UGC sponsored program are welcomed by the IQAC, and should be sent to UGC through proper channel.                                                                          | No proposals received from any department                                                                                                                                                                                                                                                                                                                                                                                                                |
| 16. The college welcomes teachers to nominate them as research guide. The proposals of establishment of research center in this college for their subjects are invited by them, and suggest them to submit their proposal in-front of the affiliated University.            | One assistant professor Dr. Shakil Hussain, one professor Dr. Shobha Srivastava and Principal Dr. S. K. Bhardwaj are research guide of different Universities. A thesis was checked and submitted forPh.D. degree under the supervision of Dr. S. K. Bhardwaj (Principal) during 2015-16. However, the college has no research centre yet.                                                                                                               |




## Action Taken Report 2015-16

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| 17. For community services like NSS camps, NCC and Red Cross activities, the program should be diversified; and suitable record of such programs, e.g., date of the program, name of the program, chief mentor's name, best performer student's name etc., must be given to IQAC. Photos regarding these activities must be attached in notice-board for motivation of students. | <p>(i) The 7 days NSS camp held in village Borid. Regular program is organized every Saturday. Two branches of NSS are running presently under two different assistant professors, namely B. M. Sahu and Jagrit Kumar. The second branch opened in 2014-15.</p> <p>(ii) The Red-cross program is organized under the supervision of D. K. Bhardwaj. Programs like, Blood- group checking, AIDS awareness, Cleanliness rally are organized. Workshop on first-aid awareness, blood-donation camp organized in college by a team from hospitals.</p> <p>(iii) NCC wing take parts in regular basis.</p> |
| 18. New teachers should be appointed through college Janbhagidari (internal resources) for UG/ PG classes. A list of appointed teachers should be provided by the office, with their subject and date of joining.                                                                                                                                                                | 11 temporary (Janbhagidari) teachers appointed for teaching PG classes, which are running through JBS (Janbhagidari Samiti). Also, 02 contract teachers are appointed against sanctioned/ vacant post. One lab instructor/tutor for PGDCA appointed. 04 Group D worker appointed, completely on contract basis.                                                                                                                                                                                                                                                                                       |
| 19. Feed-Back forms must be translated in Hindi language and provided to all the stakeholders                                                                                                                                                                                                                                                                                    | Translated (in Hindi) feedback forms are filled by staff-olders, e.g., Students, assistant-staff, Ex.-student etc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

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| of the College. A committee of all the HOD's must be formed to analyze the report, and a copy of the report must be provided to IQAC.                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                 |
| 20. Internal examination conducting and monitoring committee must be formed, and the final result should be given to IQAC. The analysis of the internal examination must also be prepared and displayed. The top rankers should be motivated by giving their names, photos etc. in the notice board and in IQAC.                                                                                                                                         | Internal Examinations, e.g., Unit-Test, Quarterly- Exam., Model-Exam. are taken. Prof. B. M. Sahu and his team maintain and monitors these examinations.                                                                                                                                                        |
| 21. Shade construction over fees counter is completed in F.Y 2014-15. The admission procedure, Fees - submission, nomination/enrollment, scholarship application, election procedure etc. must be handled from this counter for the convenience of the students. This will be called "single-window system"                                                                                                                                              | <p>(i) Shade completed on/above fees counter completed.</p> <p>(ii) A window for fees collection, receiving applications of nomination /enrollment procedure, receiving hard copy of examination form, application of scholarships, and filing nomination format in student election is applied in college.</p> |
| 22. Student help-center cum I-card checking counter must be opened in-front of the gate. This counter must maintain the discipline among students.                                                                                                                                                                                                                                                                                                       | Help cum I-card checking centre opened and applied in front of the college gate, to control discipline among students.                                                                                                                                                                                          |
| 23. To upgrade teaching quality, smart class should be installed and LCD projector should be provided.                                                                                                                                                                                                                                                                                                                                                   | Two new smart board purchased and adjusted in Seminar hall and PGDCA classes.                                                                                                                                                                                                                                   |
| 24. GIS software should be purchased for Geography Department                                                                                                                                                                                                                                                                                                                                                                                            | There is no fund for purchasing GIS software                                                                                                                                                                                                                                                                    |
| 25. A Botanical Garden has been prepared in the college in 2014-15. Various plants like medicinal plants, flowering plants, plants for use of college-practical etc. should be planted. For applied study of botany subject, the students of concerning classes should be motivated to give one hour per week in this Garden. Photo of best performer student must be past in College notice-board and the record of the same must be submitted to IQAC. | <p>(i) Student and college worker maintains botanical garden time-to-time. Some useful plants are planted in it.</p> <p>(ii) A new structure "cycle stand" started, which is connected to this garden.</p> <p>(iii) Five benches of Iron are donated to sit in campus.</p>                                      |

## Action Taken Report 2015-16

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| 26. For Women's Hostel, furniture should be purchased and for the sanction of the post of warden, and other infrastructure like boundary wall, security guard etc., the letter must be written to the Higher Education Department (C.G Government.) | State Govt. is going to conduct examination for the Post of Hostel-warden. As, soon as the post of warden is fulfilled, Boundary wall will construct.                                                                                                                                                                   |
| 27. Red-cross should organize awareness programs, i.e. Health checkup camps, AIDS- awareness lectures, Environment days, literacy and Adult-education program, etc. for the improvement of quality of life in this area.                            | <p>(i) Blood donation camp organized in college campus, where 26 students including sports officer.</p> <p>(ii) Blood group and general health checking program of 149 students</p> <p>(iii) AIDS HIV awareness rally organized</p> <p>(iv) First-AID awareness program organized by nursing college Sec.-9, BHILAI</p> |
| 28. Proposal for water harvesting should be made with the help of PWD.                                                                                                                                                                              | Proposal send to Nagar Panchayat Patan.                                                                                                                                                                                                                                                                                 |
| 29. Sports department should prepare fresh proposal for sports infrastructure development and sent to the UGC under 12th Plan.                                                                                                                      | Sports officer is trying to develop sports facility as well as sports activity.                                                                                                                                                                                                                                         |
| 30. Smart classes should be utilized by each department. For this purpose, some classes based on power point presentation must be organized.                                                                                                        | <p>(i) PGDCA classes run on smart board. They use smart class regularly.</p> <p>(iii) Botany department goes through smart class. They have been available smart board.</p>                                                                                                                                             |
| 31. Excursion tour should be organized, wherever necessary in the syllabus.                                                                                                                                                                         | <p>(i) Department of Botany excursion tour to Atari, Patan govt. Nursery.</p> <p>(ii) Zoology department excursion tour to Raipur.</p>                                                                                                                                                                                  |

  
**Principal**  
 Govt.C.L.C.Arts and Science  
 College Patan, Distt.-Durg (C.G.)

## Action Taken Report 2016-17

### Action Taken Report 2016-17

| Plan of Action                                                                                                                                                                                                                                                                                   | Achievements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| 1. All the HOD's of each department will observe the calendar of Academic Session 2016-17. They will confirm to monitor, apply and submit the report to the IQAC accordingly. For their reference, they may use the university calendar provided by the government, ref. www.prsu.ac.in          | Academic calendar of 2016-17 downloaded from the Durg University, Durg. The college followed accordingly during the session 2016-17.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2. In the beginning of the session, for curricular and co- curricular activities, respective committees should be formed and a copy of the same must be provided to IQAC                                                                                                                         | Official letter is released as per Committee was constituted at the beginning of session.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 3. Teaching time-table should be prepared according to the University syllabus. The copy of combined and departmental Time-Table should be given to IQAC.                                                                                                                                        | A committee of time-table headed by Prof. B. M. Sahu released the Teaching time <b>table</b> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 4. Students should be informed about the rules & regulations, and consequences of ragging & in- disciplinary action at the beginning of the session. The "Disciplinary-committee" should inspect it regularly. The report of the same must be preserved                                          | Rules and regulations are displayed in the college signboard, notice board and suitable places in the campus. The same is also given in the college broacher.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 5. Teacher should be inspired to participate actively in research paper publications, workshops, seminars and Short term courses. A copy of the participation should be submitted for the record to IQAC. At the same time students should be inspired to participate in educational excursions. | (i) Dr. R. K. Verma published 04 papers in Journals. List is given in <b>Annexure-2</b><br>(ii) Dr. Shakil Hussain has published a book.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 6. Series of lectures of subject expert should be arranged in the college. The concerned HOD's are requested to provide the details.                                                                                                                                                             | <b>A series of lectures were organized as follows:</b><br>(i) Two Guest lecture organized in Botany department by IQAC.<br>(ii) One Guest lecture organized in Chemistry department in 2016-17 by IQAC.<br>(iii) One Guest lecture organized in Zoology department by IQAC.<br>(iv) One Guest lecture organized in Political science department by IQAC.<br>(v) Five Guest lecture organized in Hindi department by IQAC.<br>(vi) Five Guest lecture organized in Economics department by IQAC.<br>(vii) One Guest lecture organized in Geography department by IQAC.<br>(viii) Two Guest lecture organized in Sociology department by IQAC.<br>(ix) One Guest lecture organized in English department by IQAC. |



## Action Taken Report 2016-17


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| 7. For the preparation of competition examination, e.g. PSC, SSC etc. a competition cell will be constructed in the headship of Dr. Shakil Hussain. For career advancement and placement among students, workshops/seminars/guest lecture etc., of the professionals should be arranged. Its documents and photographs must be provided to IQAC. | (i) Career counseling cell is constituted. Programs are done within this cell.                                                                                                                                                                                |
| 8. The motivational lecture, best practices program, program of personality development, etc. must be organized and a report should be provided to the IQAC.                                                                                                                                                                                     | (i) Motivational lecture is organized by IQAC.<br>(ii) Best practices to show student related information on notice board by various department were done.<br>(iii) Guest lecture on personality development organized by IQAC.                               |
| 9. A booklet of publications regarding college news in various newspapers must be prepared by the librarian and it must be maintained session-wise. This booklet must be submitted to IQAC after ending the session.                                                                                                                             | (i) The booklet is being made.<br>(ii) Sports department is maintaining it well.                                                                                                                                                                              |
| 10. The motivational lecture, best practices program, program of personality development, etc. must be organized and a report should be provided to the IQAC.                                                                                                                                                                                    | (i) There are notices on notice board at each suitable place in campus, where the library notices are shown.                                                                                                                                                  |
| 11. From college stake holders, old books, specimen copies, reference books, other general-knowledge books must be collected by the librarian and the record of the same must be maintained. To make better utility of the library, the stake holders must also be included.                                                                     | “Neki ki Diwar” is started in the college, where old books are kept for study of students. Any person or stake-holder can put books in this “Neki-ki-Diwar”.                                                                                                  |
| 12. New course books, reference books, competitive books, journals and magazines should be subscribed. The list of books must be provided by all the HOD's to the Librarian.                                                                                                                                                                     | Books are purchased as per government rule, by the Librarian.                                                                                                                                                                                                 |
| 13. To get the library services updated and quick responding, automation of library should be done. The books should be issued and all the records should be maintained carefully in the computer.                                                                                                                                               | There are three computers in library. Automation procedure is to be done.                                                                                                                                                                                     |
| 14. Proposals for workshop, seminar, minor research projects, faculty development program, and other UGC sponsored program are welcomed by the IQAC, and should be sent to UGC through proper channel.                                                                                                                                           | No proposals received from any department                                                                                                                                                                                                                     |
| 15. The college and IQAC will welcome our teacher if they nominate them as research guide. Also, the proposal of establishment of research center in this college for their subjects are invited by them, and suggest them to submit their proposal in-front of the affiliated University, i.e. Durg Vishwavidyalaya.                            | (i) One man department for each P.G. course is being run in this college. So, there is very busy schedule to operate P.G.<br>(ii) Lack of time and busy schedule to run PG successfully are main reason behind the lack of research activity in this college. |

## Action Taken Report 2016-17

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| 16. For community services like NSS camps, NCC & Red Cross activities, the program should be diversified; and suitable record of such programs, e.g., date of the program, name of the program, chief mentor's name, best performer student's name etc., must be given to IQAC. Photos regarding these activities must be attached in notice-board for motivation of students.                                                                                                                                                                    | (i) The 7 days NSS camp held in village. Regular program is organized every Saturday. Two branches of NSS are running presently under two different assistant professors, namely B. M. Sahu and Jagrit Kumar. The second branch opened in 2014-15.<br>(ii) The Red-cross program is organized under the supervision of D. K. Bhardwaj. The programs like, Blood- group checking, AIDS awareness rally, Cleanliness rally are organized. Workshop on first-aid awareness, blood-donation camp organized in college by a team from hospitals.<br>(iii) NCC wing take parts in regular basis. |
| 17. New teachers should be appointed in college through Janbhagidari (internal resources) for UG/PG classes. A list of appointed teachers should be provided by the office, with their subject and date of joining.                                                                                                                                                                                                                                                                                                                               | 1. Temporary (Janbhagidari) teachers appointed for teaching PG classes, which are running through JBS (Janbhagidari Samiti). Also, 02 contract teachers are appointed against sanctioned/ vacant post. One lab instructor/tutor for PGDCA appointed. 04 Group D worker appointed, completely on contract basis.                                                                                                                                                                                                                                                                            |
| 18. Feed-Back form is provided to all the stakeholders of the College. A committee of all the HOD's must be formed to analyze the report, and a copy of the report must be provided to IQAC.                                                                                                                                                                                                                                                                                                                                                      | Feedback form has been filled and analyzed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 19. Internal examination conducting and monitoring committee must be formed, and the final result should be given to IQAC. The analysis of the internal examination must also be prepared and displayed. The top rankers should be motivated by giving their names, photos etc. in the notice board and in IQAC.                                                                                                                                                                                                                                  | Internal Examinations, e.g., Unit-Test, Quarterly-Exam., Model-Exam. are taken. Prof. B. M. Sahu and his team maintains and monitors these examinations.                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 20. According to number of students, a cycle stand is necessary. For this purpose, enlargement of old stand, and/or construction of new stand is needed.                                                                                                                                                                                                                                                                                                                                                                                          | (i) New cycle stand started to keep student's cycle and a college worker watch to secure these cycles.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 21. Student help-center cum I-card checking counter must be opened in-front of the gate. This counter must maintain the discipline among students.                                                                                                                                                                                                                                                                                                                                                                                                | Help cum I-card checking centre opened and applied in front-of the college gate, to control discipline among students.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 22. To upgrade teaching quality, smart class should be installed and LCD projector should be provided.                                                                                                                                                                                                                                                                                                                                                                                                                                            | Two new smart board purchased and installed in Seminar hall and PGDCA classes, previous year. Power-point presentation, seminar, other student-related program helps student in their study.                                                                                                                                                                                                                                                                                                                                                                                               |
| 23. New class rooms are necessary. These are constructing under RUSA committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 08 new classrooms are under construction under RUSA scheme. It will be complete in next session.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 24. A Botanical Garden has been prepared in the college in 2014-15. Various plants like medicinal plants, flowering plants, plants for use of college-practical etc. had been planted. A new garden called "OXYZONE" should be prepared for greenery and environmental purpose. For applied study of botany subject, the students of concerning classes should be motivated to give one hour per week in this Garden. Photo of best performer student must be paste in College notice-board and the record of the same must be submitted to IQAC. | (i) Botany Student and college worker maintains botanical garden time-to-time. Some useful plants are planted in it.<br>(ii) "OXYZONE" is prepared for greenery and environmental purpose.                                                                                                                                                                                                                                                                                                                                                                                                 |

## Action Taken Report 2016-17

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| 25. For Women's Hostel, furniture should be purchased and for the sanction of the post of warden, and other infrastructure like boundary wall, security guard etc., the letter must be written to the Higher Education Department (C.G Government.)                                                                                                       | State Govt. is going to conduct examination for the Post of Hostel-warden. As, soon as the post of warden is fulfilled, Boundary wall will construct. Girl's hostel is not started yet, due to all necessary and sufficient infrastructure and staff.        |
| 26. Red-cross should organize an awareness program in college, like Health checkup camps, health-awareness lectures/program, Environment days, AIDS-rally etc. for the improvement of quality of life in this area.                                                                                                                                       | (i) Blood group and general health checking program held.<br>(ii) AIDS HIV awareness rally organized<br>(iii) National "Krimi-mukti" program held in college with the help of hospital members.                                                              |
| 27. Proposal for water harvesting should be made with the help of local body. It is our national duty to store every drop of water for future generation.                                                                                                                                                                                                 | PWD should be make water-harvesting for their 08 newrooms.                                                                                                                                                                                                   |
| 28. Sports awareness program in college should be arranged. Alumni, Civilian etc. must be added to support sports activity. If needed, the sports department should prepare fresh proposal for sports infrastructure development and sent to the UGC.                                                                                                     | Sports officer is trying to develop sports facility as well as sports activity. College sports scenario is changed positively.                                                                                                                               |
| 29. Smart classes should be utilized by each department. Wherever possible, IT and internet facility should be used at the time of teaching. For this purpose, some classes, especially practical classes, based on power point presentation must be organized.                                                                                           | (i) PGDCA classes runs on smart board. They use smart class regularly.<br>(ii) Botany department goes through smart class. They have been available smart board.<br>(iii) Other class organize occasionally the smart class wherever they need.              |
| 30. To aware students about departmental activity, achievements, new developments about subject, new research findings in the subject, or any type of information for benefit of students, a NOTICE BOARD should be preparation by each department. HOD of each department will prepare this and a copy of the same should be submitted annually to IQAC. | (i) Departmental NOTICE BOARD is prepared for each class. These boards are useful for student's information.                                                                                                                                                 |
| 31. Every student should motivate to make their own ADHAR number, to open their bank account number, to link the ADHAR number with bank account number. They should also motivate to include their name in Voterlist by filling Form-6.                                                                                                                   | (i) Nearly 90% students have their Aadhar card.<br>(ii) Nearly 80% students have their own Bank-account.<br>(iii) College organizes camp to make Voter ID card of interested students. For this purpose, the NSS cell co-operates with local administration. |

  
**Principal**  
 Govt.C.L.C.Arts and Science  
 College Patan, Distt.-Durg (C.G.)



## Action Taken Report 2017-18

### Action Taken Report 2017-18


| Plan of Action                                                                                                                                                                                                                                             | Achievements                                                                                                                                                                                                                                                   |
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| 1. All the HOD's of each department will observe the calendar of Academic Session 2017-18. For their reference, they may use the university calendar provided by the government, ref. <a href="http://www.durguniversity.ac.n">www.durguniversity.ac.n</a> | Academic calendar of 2017-18 downloaded from the Durg University, Durg. The college followed accordingly during the session 2017-18.                                                                                                                           |
| 2. In the beginning of the session, for curricular and co-curricular activities, respective committees should be formed.                                                                                                                                   | Official letter is released as per Committee was constituted at the beginning of session 2017-18                                                                                                                                                               |
| 3. Teaching time-table should be prepared according to the University syllabus.                                                                                                                                                                            | A committee of time-table headed by Prof. B. M. Sahu released the Teaching time <b>table</b> .                                                                                                                                                                 |
| 4. Students should be informed about the rules & regulations, and consequences of ragging & in-disciplinary action at the beginning of the session. The "Disciplinary-committee" should inspect it regularly. The report of the same must be preserved     | Rules and regulations are displayed in the college signboard, notice board and suitable places in the campus. The same is also given in the college broacher.                                                                                                  |
| 5. Teacher should be inspired to participate actively in research paper publications, workshops, seminars and Short term courses. At the same time students should be inspired to participate in educational excursions.                                   | Teachers take part in seminar and workshop. Mr. Pravinjain took part in refresher course, and Mr. Gaurav Sharma was awarded by PhD degree.                                                                                                                     |
| 6. Series of lectures of subject expert should be arranged in the college. The concerned HOD's are requested to provide the details.                                                                                                                       | <b>A series of lectures were organized as follows:</b><br>1. 6-day English speaking course organized in college<br>2. Library department organized program in college.                                                                                         |
| 7. For career advancement and placement among students, workshops/seminars/guest lecture etc., of the professionals should be arranged.                                                                                                                    | (i) Career counseling cell is constituted. Programs are done within this cell. The MYSY program held by this cell. 6-day workshop held from 06-11 Nov. 2017.                                                                                                   |
| 8. The motivational lecture, best practices program, program of personality development, etc. must be organized.                                                                                                                                           | (i) Motivational lecture organized.<br>(ii) Lecture on personality development organized.                                                                                                                                                                      |
| 9. A booklet of publications regarding college news in various newspapers must be prepared by the librarian and it must be maintained session-wise.                                                                                                        | (i) The booklet is being made.<br>(ii) Sports department is also maintaining it..                                                                                                                                                                              |
| 10. From college stake holders, old books, specimen copies, reference books, other general-knowledge books must be collected and the record of the same must be maintained.                                                                                | "Neki ki Diwar" was started in the college in 2016-17. College new Janbhagidari president Mr. Sheshnarayan Bhale donated items in it, Pen, rubber, old books are kept for study of students. Any person or stake-holder can put books in this "Neki-ki-Diwar". |

## Action Taken Report 2017-18

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| 11. New course books, reference books, competitive books, journals and magazines should be subscribed. The list of books must be provided by all the HOD's to the Librarian.                                                                                                                                                                       | Books are purchased as per government rule, by the Librarian.                                                                                                                                                                                                                                                                                                                                        |
| 12. Proposals for workshop, seminar, minor research projects, faculty development program, and other UGC sponsored program are welcomed by the IQAC, and should be sent to UGC through proper channel.                                                                                                                                             | No proposals received from any department                                                                                                                                                                                                                                                                                                                                                            |
| 13. The college and IQAC will welcome our teacher if they nominate them as research guide/research centre. Also, the proposal of establishment of research center in this college for their subjects are invited by them, and suggest them to submit their proposal in-front of the affiliated University, i.e. Durg Vishwavidyalaya.              | No proposals received from any department                                                                                                                                                                                                                                                                                                                                                            |
| 14. For community services like NSS camps, NCC & Red Cross activities, the program should be diversified; and suitable record of such programs, e.g., date of the program, name of the program, chief mentor's name, best performer student's name etc., must be given to IQAC. Photos regarding these activities must be attached in notice-board | NSS camps, NCC & Red Cross activities done. The 7 days NSS camp held in village. Regular programs organized every Saturday. Two branches of NSS are running. The programs like, Blood-group checking, AIDS awareness rally, Cleanliness rally are organized. Workshop on first-aid awareness, Warm-free program organized in college by a team from hospitals. NCC wing take parts in regular basis. |
| 15. New teachers should be appointed in college through Janbhagidari (internal resources) for UG/PG classes.                                                                                                                                                                                                                                       | 1. Temporary (Janbhagidari) and contract teachers appointed for teaching PG classes, which are running through JBS (Janbhagidari Samiti).<br>2. One lab instructor/tutor for PGDCA appointed. 04 Group D worker appointed, completely on contract basis.                                                                                                                                             |
| 16. Feed-Back form is provided to all the stakeholders of the College. A copy of the report must be provided to IQAC.                                                                                                                                                                                                                              | offline Feedback form has been filled and analyzed.                                                                                                                                                                                                                                                                                                                                                  |
| 17. Internal examination conducting and monitoring committee must be formed, and the final result should be given to IQAC. The analysis of the internal examination must also be prepared and displayed. The top rankers should be motivated by giving their names, photos etc. in the notice board and in IQAC.                                   | 1. Internal Examinations, e.g., Unit-Test, Quarterly-Exam., Model-Exam. are taken. Prof. B. M. Sahu and his team maintains and monitors these examinations.<br>2. A new rule of University to add 10 percent marks of internal Exam in Annual Exam. has been sent to University.                                                                                                                     |
| 18. According to number of students, a separate cycle stand is necessary. For this purpose, enlargement of old stand, and/or construction of new stand is needed.                                                                                                                                                                                  | (i) New separate cycle stand started to keep student's cycle and a college worker watch to secure these cycles.                                                                                                                                                                                                                                                                                      |
| 19. Student help-center cum I-card checking counter must be opened in-front of the gate. This counter must maintain the discipline among students.                                                                                                                                                                                                 | Help cum I-card checking centre opened and applied in front of the college gate, to control discipline among students. This activity done during admission process.                                                                                                                                                                                                                                  |
| 20. New class rooms are necessary. These are constructing under RUSA committee.                                                                                                                                                                                                                                                                    | 08 new classrooms construction under RUSA scheme.<br>Current session classrooms started.                                                                                                                                                                                                                                                                                                             |

## Action Taken Report 2017-18

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| 21. Rain water harvesting will be start this year.                                                                                                                                                                                                                              | Not completed.                                                                                                                                                                                                                                            |
| 22. A Botanical Garden has been prepared in the college in 2014-15. Various plants like medicinal plants, flowering plants, plants for use of college-practical etc. had been planted. A new garden called "OXYZONE" should be prepared for greenery and environmental purpose. | (i) Botany Student and college worker maintains botanical garden time-to-time. Some medicinal usefulplants are planted in it.<br>(ii) "OXYZONE" is prepared for greenery and environmental purpose.                                                       |
| 23. Women's Hostel should be started.. The sanction of the post of warden, and other infrastructure like boundary wall, security guard etc.                                                                                                                                     | The sanction of the post of warden, and other infrastructure like boundary wall, security guard etc. have not been started yet.                                                                                                                           |
| 24. Proposal for water harvesting should be made with the help of local body. It is our national duty to store every drop of water for future generation.                                                                                                                       | PWD should make water-harvesting for their 08 newrooms.                                                                                                                                                                                                   |
| 25. Sports program in college should be arranged. Alumni, Civilian etc. must be added to support sports activity. If needed, the sports department should prepare fresh proposal for sports infrastructure development and sent to the UGC.                                     | Sports officer is trying to develop sports facility as wellas sports activity. College sports scenario is changed positively.                                                                                                                             |
| 26. To aware students about any type of information for benefit of students, a NOTICE BOARD should be preparation by each department. HOD of each department will prepare this and a copy of the same should be submitted annually to IQAC.                                     | (i) Departmental NOTICE BOARD is prepared for eachclass. These boards are useful for student's information.                                                                                                                                               |
| 27. Every student should motivate to make their own ADHAR number, to open their bank account number, to link the ADHAR number with bank account number. They should also motivate to include their name in Voter list by filling Form-6.                                        | (i) Nearly 90% students have their Aadhar card. (ii) Nearly 80% students have their own Bank-account.<br>(iii) College organizes camp to make Voter ID card of interested students. For this purpose, the NSS cell co-operates with local administration. |
| 28. MYSY program will be activated for employment of students.                                                                                                                                                                                                                  | MYSY Workshop organized.                                                                                                                                                                                                                                  |

  
**Principal**  
 Govt.C.L.C.Arts and Science  
 College Patan, Distt.-Durg (C.G.)



## Action Taken Report 2018-19

### Plan of Action by IQAC/Outcome-2018-19 (Action Taken Report 2018-19)

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2018-19 is following:


| Plan of Action                                                                                                                                                                                                                                               | Achievements                                                                                                                                                                                                                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. All the HOD's of each department will observe the calendar of Academic Session 2018-19. For their reference, they may use the university calendar provided by the government, ref. <a href="http://www.durguniversity.ac.in">www.durguniversity.ac.in</a> | Academic calendar of 2018-19 downloaded from the Durg University, Durg. The college followed accordingly during the session 2018-19.                                                                                                                           |
| 2. In the beginning of the session, for curricular and co-curricular activities, respective committees should be formed.                                                                                                                                     | Official letter is released as per Committee was constituted at the beginning of session 2018-19                                                                                                                                                               |
| 3. Teaching time-table should be prepared according to the University syllabus.                                                                                                                                                                              | A committee of time-table headed by Prof. B. M. Sahu released the Teaching time table.                                                                                                                                                                         |
| 4. Students should be informed about the rules & regulations, and consequences of ragging & in-disciplinary action at the beginning of the session. The "Disciplinary-committee" should inspect it regularly. The report of the same must be preserved       | Rules and regulations are displayed in the college signboard, notice board and suitable places in the campus. The same is also given in the college broacher.<br>Anti-ragging program has been organized.                                                      |
| 5. Teacher should be inspired to participate actively in research paper publications, workshops, seminars and Short term courses. At the same time students should be inspired to participate in educational excursions.                                     | Teachers take part in seminar and workshop. Dr. [Smt.] Neelam Gupta, Asstt. Prof. Commerce attended the 4-week orientation program in Pt. Ravishankar Shukla University.                                                                                       |
| 6. Series of lectures of subject expert should be arranged in the college. The concerned HOD's are requested to provide the details.                                                                                                                         | A series of lectures were organized as follows:<br>GST-seminar [By-Commerce Deptt.]                                                                                                                                                                            |
| 7. For career advancement and placement among students, workshops/seminars/guest lecture etc., of the professionals should be arranged.                                                                                                                      | (i) Career counseling cell is constituted.<br>Programs are done within this cell.                                                                                                                                                                              |
| 8. The motivational lecture, best practices program, program of personality development, etc. must be organized.                                                                                                                                             | (i) Motivational Lecture of Sri Santosh Adil organized on 23.01.2019<br>(ii) Class representatives were nominated as the cleanliness captain to their class. They monitored the cleanliness.                                                                   |
| 9. A booklet of publications regarding college news in various newspapers must be prepared by the librarian and it must be maintained session-wise.                                                                                                          | (i) The booklet is being made.<br>(ii) Sports department is also maintaining this.                                                                                                                                                                             |
| 10. From college stake holders, old books, specimen copies, reference books, other general-knowledge books must be collected and the record of the same must be maintained.                                                                                  | "Neki ki Diwar" was started in the college in 2016-17. College asstt. Prof. kept books on this counter. Any person or stake-holder can put books in this "Neki-ki-Diwar". Specimen books, old books, other general-knowledge books are kept for student's use. |

## Action Taken Report 2018-19

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| 11. New course books, reference books, competitive books, journals and magazines should be subscribed. The list of books must be provided by all the HOD's to the Librarian.                                                                                                                                                                       | Books are purchased as per government rule, by the Librarian.                                                                                                                                                                                                                                                                                                                                                                                             |
| 12. Proposals for workshop, seminar, minor research projects, faculty development program, and other UGC sponsored program are welcomed by the IQAC, and should be sent to UGC through proper channel.                                                                                                                                             | No proposals received from any department                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 13. The college and IQAC will welcome our teacher if they nominate them as research guide/research centre. Also, the proposal of establishment of research center in this college for their subjects are invited by them, and suggest them to submit their proposal in-front of the affiliated University, i.e. Hemchand Yadav University, Durg.   | No proposals received from any department                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 14. For community services like NSS camps, NCC & Red Cross activities, the program should be diversified; and suitable record of such programs, e.g., date of the program, name of the program, chief mentor's name, best performer student's name etc., must be given to IQAC. Photos regarding these activities must be attached in notice-board | NSS camps, NCC & Red Cross activities done. The 7 days NSS camp held in the historical village Tarrighat, Tehsil- Patan. Regular program is organized every Saturday. Two branches of NSS are running.<br>Redcross programs like, Blood-group checking, AIDS awareness rally, Cleanliness rally are organized. Workshop on first-aid awareness, Warm-free program organized in college by a team from hospitals.<br>NCC wing take parts in regular basis. |
| 15. New teachers should be appointed in college through Janbhagidari (internal resources) for UG/PG classes.                                                                                                                                                                                                                                       | 1. Temporary (Janbhagidari) and contract teachers appointed for teaching PG classes, which are running through JBS (Janbhagidari Samiti).<br>2. One lab instructor/tutor for PGDCA appointed. 04 Group D worker appointed, completely on contract basis.                                                                                                                                                                                                  |
| 16. Feed-Back form is provided to all the stakeholders of the College. A copy of the report must be provided to IQAC.                                                                                                                                                                                                                              | Feedback form has been filled offline and analyzed.                                                                                                                                                                                                                                                                                                                                                                                                       |
| 17. Internal examination conducting and monitoring committee must be formed, and the final result should be given to IQAC. The analysis of the internal examination must also be prepared and displayed. The top rankers should be motivated by giving their names, photos etc. in the noticeboard and in IQAC.                                    | a. Internal Examinations, e.g., Unit-Test, Quarterly- Exam., Model-Exam. are taken. Prof. B. M. Sahu and his team maintain and monitors these examinations.<br>b. A new rule of University to add 10 percent marks of internal Exam in Annual Exam has been sent to University.                                                                                                                                                                           |
| 18. According to number of students, a separate cycle stand is necessary. For this purpose, enlargement of old stand, and/or construction of new stand is needed.                                                                                                                                                                                  | (i) New separate cycle stand started to keep student's cycle and a college worker watch to secure these cycles.                                                                                                                                                                                                                                                                                                                                           |

## Action Taken Report 2018-19

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 19. Student help-center cum I-card checking counter must be opened in-front of the gate. This counter must maintain the discipline among students.                                                                                                                              | Help cum I-card checking centre opened and applied in front of the college gate, to control discipline among students. This activity done during admission process.                                                                                                                   |
| 20. New class rooms are necessary. These are constructing under RUSA committee.                                                                                                                                                                                                 | 08 new classrooms construction under RUSA scheme. Current session classrooms started.                                                                                                                                                                                                 |
| 21. Rain water harvesting will be start this year.                                                                                                                                                                                                                              | Not completed.                                                                                                                                                                                                                                                                        |
| 22. A Botanical Garden has been prepared in the college in 2014-15. Various plants like medicinal plants, flowering plants, plants for use of college-practical etc. had been planted. A new garden called "OXYZONE" should be prepared for greenery and environmental purpose. | 1. Botany Student and college worker maintains botanical garden time-to-time. Some medicinal useful plants are planted in it. A gardener is kept to maintain garden.<br>2. "OXYZONE" is prepared for greenery and environmental purpose. Water-tank has been made                     |
| 23. Women's Hostel should be started.. The sanction of the post of warden, and other infrastructure like boundary wall, security guard etc.                                                                                                                                     | The sanction of post of warden, and security guard etc. has been done by the government. But other infrastructure like boundary wall of Hostel is not started yet.                                                                                                                    |
| 24. Proposal for water harvesting should be made with the help of local body. It is our national duty to store every drop of water for future generation.                                                                                                                       | PWD should make water-harvesting for their 08 new rooms.                                                                                                                                                                                                                              |
| 25. Sports program in college should be arranged. Alumni, Civilian etc. must be added to support sports activity. If needed, the sports department should prepare fresh proposal for sports infrastructure development and sent to the UGC.                                     | Sports officer is trying to develop sports facility as well as sports activity. College sports scenario is changed positively.                                                                                                                                                        |
| 26. To aware students about any type of information for benefit of students, a NOTICE BOARD should be preparation by each department. HOD of each department will prepare this and a copy of the same should be submitted annually to IQAC.                                     | (i) Departmental NOTICE BOARD is prepared for each class. These boards are useful for student's information.                                                                                                                                                                          |
| 27. Every student should motivate to make their own ADHAR number, to open their bank account number, to link the ADHAR number with bank account number. They should also motivate to include their name in Voter list by filling Form-6.                                        | (i) Nearly 90% students have their own Aadhar card.<br>(ii) Nearly 80% students have their own Bank-account.<br>(iii) College organizes camp to make Voter ID card of interested students. For this purpose, the NSS cell co-operates with local administration, under SVEEP program. |
| 28. SBSI-Swachh Bharat Summer internship program will be activated as a Cleanliness program for students.                                                                                                                                                                       | Village-Kauhi, Tehsil-Patan, dist-Durg has been taken for SBSI 100 hour-Cleaning program. Certificate has been distributed to students.                                                                                                                                               |

  
**Principal**  
 Govt.C.L.C.Arts and Science  
 College Patan, Distt.-Durg (C.G.)