Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT P. G. COLLEGE**
Name of the head of the Institution	**Dr. K.W. Shah**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07576220112**
Mobile no.	**9425433233**
Registered Email	**hegpgcpiphos@mp.gov.in**
Alternate Email	**drravihbd@gmail.com**
Address	**Govt. P.G. College, Shaobhapur Road, Pipariya**
City/Town	**Pipariya**
State/UT	**Madhya Pradesh**
Pincode	**461775**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Ravi Upadhyay**
Phone no/Alternate Phone no.	**07576220112**
Mobile no.	**9926338585**
Registered Email	**hegpgcpiphos@mp.gov.in**
Alternate Email	**drravihbd@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/InstitutePortal/Public/AQARReports.aspx?DT=MQ==&InstId=MzQy

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=MzQy

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
1	**C+**	**60**	**2005**	**28-Feb-2005**	**27-Feb-2010**
2	**B+**	**2.52**	**2017**	**30-Oct-2017**	**29-Oct-2022**

6. Date of Establishment of IQAC	**01-Aug-2015**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation and motivation programs for teaching & non-teaching staff for quality development.	20-Aug-2018 02	42
To encourage faculty and students to reach out to the society through programs and invited talks.	10-Sep-2018 02	305
Three IQAC meetings were arranged during the year	09-Jul-2018 03	11
Meditation program for Staff and students for internal strength.	03-Jan-2019 03	267
Feedback was taken from students. Feedback analysis and submission	08-Mar-2019 01	279

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Academics, tracking and Internal Audit	World Bank	2018 365	290000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link]()
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File]()

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

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

To sensitize students to the needs and challenges of society.

To encourage faculty and students to reach out to society through programs and invited talks.

IQAC organized Personality Development Programs as per the Department of Higher Education Calendar, Govt. of MP. Important sessions were conducted based on Nutrition, Mental & Physical Health, and Environmental Issues, etc.

Orientation and motivation programs for teaching & non-teaching staff for quality development.

Heartfulness Meditation program for Staff and students for internal strength.

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

Plan of Action	Achivements/Outcomes
Conducting programs for overall wellbeing of students teacher	Personality development and yoga programs were under taken by expert trainer.
To promote extension service through extension unit.	NSS camp organized at Village Silari and Singanama
Encouraging and motivating the faculty members to participate in Refresher Courses, seminars, Workshops and training.	The executed academic and activity plans are published in the monthly newsletter,(in-house) and Yearly Magazine an initiative by all teaching departments.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Janbhagidari Samiti	02-Apr-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes

Date of Visit	20-Nov-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	29-Sep-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Admission – Institute MIS (https://epravesh.mponline.gov.in/) helps in the admission process of all the UG and PG students of the institute. The students are required to complete the admission formality by filling up online admission forms writing all the academic and other information on this form. •Administration – The daytoday data related to attendance of regular and temporary faculty is part of this module which also helps in the monthly salary payment of all employees of the institute. • Academic Activities – The information related to the students roll numbers their course details and other information.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution has an effective mechanism for a well-planned curriculum and documentation. It implements the process of completion of curriculum within the stipulated time to attain the program outcomes effectively. To execute the curriculum completion in time, the college prepares an Academic calendar very meticulously and uploads it on the website before the academic year commences. This is an effective mechanism that sets the goal of curriculum completion in the teaching and learning system. Accordingly, an effective timetable is prepared. The teacher being the important source of the learning process, the appointments of the teachers are done well in advance before the commencement of the academic year so that teaching is not hampered. Some faculty members of the college being members of various professional bodies viz ISCA (Indian Science Congress Association), IMA, IBS. Member of LAC Satpura Tiger Reserve, Member Of SBB, they prepare Policies for the State Government. Faculty members are also on the Board of studies of various Universities and Colleges and help in the development of the Curriculum.

| 1.1.2 – Certificate/ Diploma Courses introduced during the academic year ||||||

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate course of Tally	NA	03/12/2018	30	Employability	Computer Skill
Certificate course of Organic Farming	NA	07/09/2018	30	Entrepreneurship	Organic farming and Bio-fertilizers

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NA	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	140	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	Various	232
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback given by our faculty members, regarding modification of curriculum, are very well appreciated by concerned authorities. Feedback is acknowledged as an essential element of improving the teaching learning process. It has significant impact in professionalizing teaching in Higher Education, although it is considered as difficult issue in higher education arena. At our institution, the information provided in the feedback is understood in the context it is written and to conceptualize it more as a dialogue than information transmission. Student feedback is based on two criteria overall college functioning and teaching learning process, which covers overall learning environment, Human Resources other facilities like library, counselling services, canteen, hostel, sports etc. Teachers feedback covers teaching learning process, punctuality, communication skills, approach towards the students, sharing of innovative ideas, Quality of teaching/ Academic input, Subject Knowledge, Content and Method of Delivery, Accessibility and availability of Teacher in Campus/ Department etc. Analysis of feedback reveals that majority of the teachers are doing their work in effective manner.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	Nill	1315	1937	1506
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3066	628	12	0	41

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
12	2	7	2	1	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The teachers of the institution take up the responsibility of safeguarding and nurturing the newly admitted students. The teachers act as a buffer for the first-year students and help them to get acclimatized to college environment. This scheme, which is of its kind, guarantees additional assurance to the new comers and takes some burden off the parents and lessens their anxiety in the present scenario. Counseling the students to face challenges encountered not only in college campus but in their personal lives too.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3694	41	1:90

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
42	14	28	0	12

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr Ravi Upadhyay/ State Biodiversity Board	Professor	State Biodiversity Board

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
MSc	C043, C044, C050, C054, C056	I, III/II, IV	Nill	Nill
MCom	C031	I, III/II, IV	Nill	Nill
MA	C005, C008, C018	I, III/II, IV	Nill	Nill
LLB	C254	I, III,V/II, IV,VI	Nill	Nill
BA	C028	I, II, III	Nill	Nill
BCom	C032, C198	I, II, III	Nill	Nill
BSc	C085, C116, C137, C062	I, II, III	Nill	Nill
BCA	C030	I, II, III	Nill	Nill
BBA	C029	I, II, III	Nill	Nill

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Department of Higher Education, Government of MP introduced yearly pattern in the entire state in the year 2016. Our affiliating University i.e., Barkatullah University has adopted this system since 2017. Continuous Internal Evaluation (CIE) System is followed by the institute. The institute has a Learning Resource Centre and is following different methods to ensure academic excellence of students and also to expand the learning canvas of the students. Following are the various continuous comprehensive evaluation (CCE) modes are adopted in the college. The staff members communicate the students about examination pattern and schedule, internal assessment, marking schemes etc. Analysis of examination results is done by the respective technical staff under the supervision of respective Teacher In charge. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. Remedial Classes are conducted for the slow learners and absentees. ATKT or Re-examinations are conducted for the absent students as per university guidelines.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The examinations are conducted the Affiliating University. Time table is displayed on the college notice board and in the respective classes. It is also made available on College's website. Changes in the examination schedule too are communicated to the students immediately. The institute follows the academic calendar of the Barkatullah University as well as institutional academic calendar. The Semester Cell under the guidance of Principal prepares the internal examination planner (inclusive of the mode of assessment and the dates of allotment submission) for all the departments. Regular staff meetings are held to ensure adherence to the schedule given in the academic calendar. The other curricular and co-curricular activities like Seminars, Workshops, and Cultural Programmes etc. are planned as per the academic calendar prescribed by the University. The calendar or teaching planners are well prepared in advance and is outlined in a detailed fashion. The institute adheres and functions to the minimum number of working days and teaching days. A teaching diary is maintained everyday by the teachers individually duly signed by the HODs according to the classes taken by them as per the college calendar. Departments follow different evaluation outcomes throughout the semester/yearly pattern as indicated by student performance.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=MzQy

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C028, C032, C198, C085, C116, C137, C062, C254, C005, C008, C018, C054, C050,	Nill	Nill	1095	996	90.96

C043, C056, C044, C031					
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=MzQy

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Modern Trends in Contemporary Research	Botany	22/02/2019
??????? ???????? ??? ?????? ????? ???? ?? ????? ????? ??????? ???????? ?? ??????	Commerce, Economics and Political Science	23/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Author of The Year	Shivangi Purohit, Student	NE8x	15/01/2019	Literature
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded

Botany	1
Mathematics	2

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Botany	4	3.43
International	Mathematics	4	3.46
International	Commerce	1	0.12
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	1
Political Science	2
Botany	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Some Species of Achlya from lower lake of Bhopal	Dr.K.W.Shah	JETIR	2019	1.2	Govt. P.G. College, Pipariya	Nill
A fixed point theorem in Hilbert-2	Dr. Kamal Wadhwa	IJCRT	2018	1.4	Govt. P.G. College, Pipariya	Nill
Fixed Point Theorem in Fuzzy metric	Dr. Kamal Wadhwa	IJMTT	2018	1.23	Govt. P.G. College, Pipariya	Nill
A review of Ethnobotany of Lygodium	Dr Ravi Upadhyay	TPI	2019	1.03	Govt. P.G. College, Pipariya	Nill
Antioxydant activity of Chloroxylon	Dr Ravi Upadhyay	JETIR	2018	0.73	Govt. P.G. College, Pipariya	Nill
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	14	16	8
Presented papers	2	14	16	6
Resource persons	0	2	6	4

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Voter day celebration	ECI	7	67
Vijay Diwas	NCC	5	43
Blood donation camp	NCC and Red Cross	6	35
Sweep Plan rally	NCC	12	53
Special NSS camp at Singanama	NSS	12	25

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Hariyali Mahotsav	Eco Club/NCC	Tree plantation	10	85
Kargil Vijay	NCC	Kargil Vijay	8	45

Diwas		Diwas		
AIDs day	NSS	Doctors lectures and awereness camp	10	54
Nasha Mukti	NSS	Awareness Campaign And lectures on Nasha Mukti	8	40
Swachha Bharat Abhiyan	Collector Hoshangabad	Swachhata Hi Sewa Campaign	2	6

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
FDP for Self employment in Science	08	MPCON	21

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Sericulture	Collaboration for internship	Sericulture Department, Pipariya	05/11/2018	08/12/2018	12

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NMV College, Hoshangabad	20/03/2019	For research	8

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2	2

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOLE	Partially	2000	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	61892	6504828	0	0	61892	6504828
Reference Books	0	0	58	126460	58	126460
Journals	160	40137	0	0	160	40137
Library Automation	1	80000	0	0	1	80000
Others(specify)	0	0	10	9470	10	9470
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Ravi Upadhyay	Sem Botany Virus	Virtual Class MP Higher Education on YouTube	02/08/2018
Dr. Ravi Upadhyay	Botany Morphology of Flower and Floral Induction	Virtual Class MP Higher Education on YouTube	03/08/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	34	1	4	1	1	3	6	50	0
Added	7	0	0	0	0	0	1	0	0
Total	41	1	4	1	1	3	7	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
4.5	50000	2.45	370000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Govt. PG college Pipariya management in the consultation with all its stakeholders decides to enhance and upgrade the infrastructure facilities to meet the needs of the college. The policy of the college directs the maximum utilization of the resources. • Maximum departments are provided with separate departmental staff room. • College has sufficient number furniture in the classrooms and for experiments college is well equipped with the laboratory spaces. • Ramp facility is available in the campus to maintain the infrastructural facilities sufficient numbers of staffs are appointed. • College aims to provide clean green environment by making the campus plastic free. • Dustbins are placed from place to place in the campus. • The plants and trees in the campus are maintained and labelled. • To use the infrastructural resources of the college facilities are provided to the outside agencies. • Broad band facilities are extended to all the blocks of the college. • In all the departments' computer facility is provided. • An electrician is appointed in the college to look after the electrical works whether it is concerned with the repairing work or installing new appliances. • Antivirus soft wares are renewed from time to time according to the need.

http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=MzQy

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor students funding Scheme	42	72000
Financial Support			

from Other Sources			
a) National	Various 8 Schemes	2661	20719960
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Nil	Nill	0	Nil
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	NCC	0	3	3	3
2018	Job Oriented Training Programme (Tally)	0	50	0	10
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
86	86	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Jio Digital India	29	3	1.Beersheba English Medium School 2. Kamla Bhargava Memorial H. Sec. School 3. HDFC Bank 4. Bajaj Finance 5.	41	20

			Naavchetna School 6. Bright Career H.Sec. School 7. Gyan Sagar School 8. St. Mary Convent H. Sec. School		
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	92	BA BSc BCom MA MSc MCom	Arts Science Commerece	Other institution	PG and others
2018	229	BA BSc BCom MA MSc MCom	Arts Science Commerece	Govt. P.G. College Pipariya	PG and others
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
18 Activities	District level and Institution level	238
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold medal	National	1	Nill	R1615620 0031	Ku Sandhya Ra ghuvanshi BA III year
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Sports Committee:- The College encourages both sports and sportsmanship. Through the Sports Department, we provide facilities and opportunities to young students for enhancement of their athletic skills and fitness. The College actively supports sports, cultural, literary and other recreational activities. Students are encouraged to take part in extra-curricular activities and competitions organized by Barkatullah University and inter-districts sports. It is headed by the sports officer who organizes Annual sports meet. Student committee identifies students good at sports and train them for inter college competitions. Cultural Committee: - The Cultural Committee of the college is constituted to promote and arrange extra-curricular activities to bring out the talents of students in the performing arts. This involves intra-collegiate, inter -collegiate competitions as well as cultural programs like Annual Day, The cultural committee members include faculty members as well as Student. Examination Committee: - The Examination Committee plans and organizes all internal as well external examinations in the college. The Examination Committee of the College is formed with the following members under the chairmanship of Principal. The committee conducts all college level examinations. Grievance Redressal Cell: - This committee is vested with the authority to settle any type of grievances raised by the students. The students are ought to lodge their grievances to their respective tutor guardians, and they in turn intimates the matter to the committee for necessary action. Students are not encouraged to petition the Principal, initially. They have to avail the avenue provided by the grievance redressal cell. Grievance related to examinations, infrastructure, harassment, ragging etc. are addressed by the Cell. Suggestion boxes are placed in the college at a noticeable location and the suggestions given by students are implemented if found necessary. Some grievances are directly brought to the notice of the Principal or the committee members, the student president and other student office bearers of the college. Thus the committee directly and indirectly involves students in the administration of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

44

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet was organized on 22.02.2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The College follows the decentralized model in almost every sphere of activity. The institutional plans are implemented effectively with the able coordination of the Administrative Department, the Teaching Departments and the various committees and units formed. The Chairman, Director, the Principal and other members of the management as well as the governing body including the various

stakeholders, plans and takes the decisions for the smooth functioning of the College, and the Heads of the various Departments and Committees implements the same in their respective dimensions. A union In charge (Teacher Representative), in coordination with the various Departments, Committees, and different Units/Cells takes the responsibility to enhance quality at every front of academics and non-academics in the institution. Also the College has various Units and Cells such as NSS, NCC, IQAC, Equal Opportunity Cell etc., of which the conveners are faculty members itself. These conveners along with their teams discharge the various duties and responsibilities making adequate use of the operational resources provided by the College to encourage efficient teaching-learning process and the execution of other activities. The various departmental matters are sorted out by organizing departmental meetings with the Head of Departments and Principal. Participation management is also a best practice adhered to in the College. Regular meeting of the faculty and students are organized with the Chairman, Director and Secretary under the leadership of the Principal and all the needs of the staff and students are addressed in the same line.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Every step of the admission process can now be done through the MP ONLINE PORTAL. Details relating to various departments, courses and other activities are available on the Institute's website. To guide the students through the admission process, online helpdesks are set up. The college has course wise counselling facility to visiting students for admission and selection of particular subjects and specializations. For offline help, the teacher's guide the students through a number of sessions and orientation programs both before and after the admission.
Human Resource Management	The Management Committee reviews the policies for the faculties and non-teaching staff in accordance with the IQAC recommendations and enhance the facilities further to retain the best talent. Faculty members are sent to other institutions for Faculty development programmes, Workshops and Seminars, etc. Delegation of responsibility –some of the key responsibility areas are identified and delegated at different levels- Principal, HOD, Assistant Professor and office staff.
Library, ICT and Physical Infrastructure / Instrumentation	The college has adopted a well-defined ICT System to ensure ICT

	enabled teaching and learning process. The College is spread over a campus of 8.7 acres of land. The main Campus has four different building blocks each of specific nature and utility. The three blocks are used as instructional areas while the fourth block is the Administrative Library block. Facilities for Teaching includes: • Class Rooms. • Studio set ups for virtual classes • Seminar Hall. • Laboratories The institution has adequate facilities for sports, games
Research and Development	At present our college is research centre for Botany and Commerce. Research in mathematics is done with collaboration of NMV Hoshangabad. The institute has constituted a Research Committee to facilitate, monitor and encourage the research activities. Organization of conferences/seminars /workshops/ training programs is a regular feature of the institution. The College encourages teachers to participate in seminars, orientation programs, refresher courses which in turn enriches the knowledge of the teaching staff.
Examination and Evaluation	CCE 's are conducted by the college as per the schedule in the academic calendar in accordance with the guidelines of the Department of Higher Education, Govt. of MP. Different CCE modes are used like Quiz, Question Bank formation, Group Discussion, Written assignments, Classroom teaching, Poster presentation , Model test paper solving, Previous year question paper solving, Power Point Presentation etc. This enables the students to develop logical and reasoning aptitude. In Evaluation Process (15 marks for semester pattern and 20 marks for yearly pattern) of the total marks were distributed for CCE evaluation internally.
Teaching and Learning	The academic calendar given by the Department of Higher Education, MP and Barkatullah University is followed in the process of Teaching and Learning. Lectures are planned in advance and teaching is done according to weekly plan. Teaching diary is prepared which is monitored by Head of the Department and the Principal. Latest technology facilities like ICT enabled classrooms, well-equipped laboratories, well-

	stocked library, internet connection, etc. ensures effective teaching and learning process.
Curriculum Development	In the area of curriculum development, the Institute is guided by the norms of Barkatullah University and academic year model formed by MP higher education .The curriculum is set up according to the current needs and trends of the industry. Three faculty members are associated with Board of study in University and Autonomous colleges , they Contribute in curriculum development.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	WhatsApp group of Faculty and staff is formed all notices are circulated through the individuals through mobiles. Biometric attendance device for teaching and non-teaching is regularly maintained and updated. The updates from the university are regularly checked online through e-mail and replied for. All the classrooms, labs, corridors, open spaces are also under the surveillance of CCTV cameras. Monitored by the higher authorities.
Finance and Accounts	Digital methods are used in finance and accounts in almost every transaction from collection of fees to disbursement of salaries. Further, any income received by the institution for its activities like conducting CA exams etc are also received through digital mediums.
Student Admission and Support	The college takes part in Online off campus admission process conducted by Govt. of M.P. for all the Govt. and Private Colleges of M.P through the portal of Dept. of Higher Education, Govt. of M.P. having URL epravesh.nic.in. The student first need to register themselves in the Higher Education portal. They also need to get their original documents verified by the officials of Government colleges of M.P. Thereafter the students select course, college name as per their choice. The Department of Higher Education allots the list as per merit and reservation policy. Then, the students take admission as per the allotted list in the respective college. Once the seat is locked in the

Examination	The college is affiliated to Barkatullah University which has no provision for online examination.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Nil	Nill	Nil	Nill

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Nil	Nil	Nill	Nill	Nill	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	0	Nill	Nill	0

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Insurance, Maternity leave, Sabbatical leave, Special leave, a scheme of advance loan against Provident Funds for teaching staff. Fee relaxation to wards of faculties.	Group Insurance Scheme, Providing uniforms for non-teaching staff, a scheme of advance loan against Provident Funds for non-teaching. Fee relaxation to wards of faculties. Festival advance and other advance	All Government Scholarship schemes. Students with Academic and extra-curricular excellence are honored.

are also given.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

> Since this is a Government Institution major funds are provided by the Government. Regular internal audit is conducted by the CA approved the Institution. The Accounts are also audited by AGMP Gwalior.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Janbhagidari Samiti, Examination fees, Fixed deposit, PD account	17782602.7	College Development, Examination, Assets for college, Miscellaneous causes
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6.4.3 – Total corpus fund generated

17782602.70

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Focal Point (world Bank)	Yes	Principal lead College
Administrative	Yes	Focal Point (world Bank)	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

> • Different departments organize Parent Teacher Meet to counsel the parents. • Different departments organize Parent Teacher Meet regarding attendance, preparation for the examination and other personal issues of the students. • Parents are called for counseling as and when required.

6.5.3 – Development programmes for support staff (at least three)

> • The College provides financial assistance in the form of advances at times of need. • Tuition fees is waived off for the children of employees studying in the college. • GPF advances for House, Vehicle, and other needs. • Faculty members are given leave for Orientation , refresher course, Training and attending workshop and seminar.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

> The NAAC peer team has made the recommendations for quality enhancement of our college. Some of the post-accreditation initiatives are as follows: 1. College has started skill-based courses like B.B.A. and B.C.A. 2. We have organized a certificate course like Libra. 3. The college has sent a proposal to start a course in BA (Computer). 4. Also, Increased the number of computers.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes

b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Induction program for newly admitted students	01/08/2018	01/08/2018	03/08/2018	178
2019	Organized the National seminar	22/02/2019	22/02/2019	22/02/2019	112
2019	Organized the National seminar	23/03/2019	23/03/2019	23/03/2019	89

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Lecture on laws protecting Women from Gender inequality	12/09/2018	12/09/2018	87	38

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
MoU is signed between Collage and Dept. of Non conventional energy for Installation of solar energy plant in the college. Cleaning of Campus under Swachh Bharat mission was organized and students and teachers actively participated in it.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	No	0
Ramp/Rails	Yes	3
Braille Software/facilities	No	0
Rest Rooms	Yes	20
Scribes for examination	Yes	5

Special skill development for differently abled students	Yes	5
Any other similar facility	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	2	18/09/2018	180	SBI collect for online Payment of Fees	To promote on line transactions	3000
2018	2	2	15/08/2018	180	Task force for plantation of trees	To promote green cover	200

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Programme on Swatch Bharat	02/10/2018	03/11/2018	118
Voter Awareness Campaign	12/11/2018	17/11/2018	287
World AIDS Day	01/12/2018	01/12/2018	73
Republic day	26/01/2019	26/01/2019	343
National Essay writing competition was organized by Heartfulness on All love is expansion, all selfishness is Contraction	17/09/2018	22/09/2018	42

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Maintenance of clean and pollution free campus.

Dustbins are placed throughout the campus.
Rallies and sensitization programs were organised to minimize plastics and make Polythene Free campus
Preparation of vermi compost pits.
Nukkad natak were performed to make people aware of Environment and water conservation.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Title of the Practice Cleanliness drive and Tree plantation Objectives of the Practice Cleanliness gives positive feeling and force of motivation. it has been adopted by the college as a best practice to inculcate the value of environmental consciousness and preservation among the students. Environmental preservation is the need of the hour and plantation is the solution of several environmental problems like pollution, emission of gases from vehicles and factories. Plantation initiative also helps in beautifying the campus and surroundings The Context Our college is situated in the town on road and we have several challenging issues like plastic littering , and polluting chemicals from nearby areas and automobiles. Plantation is a very good solution of environmental problems, but we face several challenges in addressing this issue. The Practice • Cleanliness is very essential in the context of India, because todays students are tomorrows citizens. It is not only a social responsibility, it is also a responsibility to the planet on which we live. Through National Service Scheme initiatives, we spread the environment consciousness among our students. NSS volunteers actively participate in the cleaning campaigns inside and outside of college campus. • An environmental club is formed within the institute and it creates awareness about the issues of environment among the students and the need to protect it. It also sensitizes the students to take part in Environment and Sustainability related activities. • Regular plantation of trees in and out of campus is done on 15th August, 5 September, and other days. • Removal of Parthenium and other weeds is done to clean the campus. The garden waste is collected in a pit for making farm yard manure. Evidence of Success The results are very encouraging, at least they indicate that we achieved the target of making campus polythene free and green. Problems Encountered Aversion of students and shyness is a major challenge in involving the students in cleanliness drive . 2. Title of the Practice :Women empowerment Objective :Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently . The Practice • Arranging special sessions with the police and social activists for enabling the female students to be aware of several types of 'evil designs' by professional criminals for the worst type of exploitation taking the advantage of their innocence and gullibility. • Involving social activists and Government officials to enlighten the students on human rights and fundamental freedom for equal rights and opportunities. • Organizing debates and discussions on gender equality to enable the students to realize gender sensitization, thus leading to more equality and harmony in family and society. • Development of vocational and technical skills among the women students by providing special training to enable them to become independent earners of their living. • Organizing the exclusive awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases. Evidence of Success : The evidence of success is enrolment of girls in various courses. we have 52 girls and 48 boys, some courses and in PG the ratio of girls is even more. Problems encountered : Since most of the students come from rural background the number of girls comming to college is less , due to to many commutation problems.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=MzQy

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

A high quality of academic excellence can provide value-added experience for the students. The positive outcomes are achieved through teaching-learning methods blended with ethical values. It outlines the commitment to academic performance expected of all students. The structured induction of the student into the curriculum enables to visualize the career opportunities and the approach towards achieving them. Our institution gives special importance for value based education aims at training the students to face the outer world with right attitude. It is essential to develop an individual and help her lifelong in many ways. It is a process of overall personality development of students which includes Character development, Personality development, Sportsman spirit and Spiritual development.

Provide the weblink of the institution
http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=MzQy

8.Future Plans of Actions for Next Academic Year

To encourage students, faculty and non-teaching staff to update by joining more number of courses through e-learning sources such as SWAYAM, NEPTEL. • To organize online workshops seminars for students, faculty members and non-teaching staff • To conduct online capacity building programmes, skill development, orientation programmes for faculty members and office staff. • To organize a greater number of academic and social outreach programmes for the benefit of society. • To increase national and international linkage with Industries higher education institutions and establish skill-driven academia atmosphere in the campus • Online feedback system for students and other stakeholders. • Strengthening the alumni database and their contribution at the departmental level. • To organize activities under different clubs of the College. • To focus more on research-based activities and paper publications.