



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	GYANCHANDRA SRIVASTAVA GOVERNMENT POSTGRADUATE COLLEGE DAMOH
Name of the head of the Institution	Dr. K.P. Ahirwar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07812222461
Mobile no.	9425095526
Registered Email	pg_collegedamoh@yahoo.co.in
Alternate Email	iqacdamohpg@gmail.com
Address	Govt P.G. College Sagar Road Teen Gulli, Damoh, Madhya Pradesh, India
City/Town	Damoh
State/UT	Madhya Pradesh
Pincode	470661

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Dr. Rashmi Jeta																						
Phone no/Alternate Phone no.			07812222461																						
Mobile no.			9194250955																						
Registered Email			iqacdamohpg@gmail.com																						
Alternate Email			pg_collegedamoh@yahoo.co.in																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://www.ladykeanecollege.edu.in/AQAR2012-13.doc																						
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/Default.aspx?InstId=NTAx																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>72.4</td> <td>2007</td> <td>31-Mar-2007</td> <td>31-Mar-2012</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.55</td> <td>2016</td> <td>17-Mar-2016</td> <td>17-Mar-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	72.4	2007	31-Mar-2007	31-Mar-2012	2	B	2.55	2016	17-Mar-2016	17-Mar-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	72.4	2007	31-Mar-2007	31-Mar-2012																				
2	B	2.55	2016	17-Mar-2016	17-Mar-2021																				
6. Date of Establishment of IQAC			20-Nov-2021																						
7. Internal Quality Assurance System																									
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Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																							

To increase the participation of students in Cultural and Sport	26-Mar-2018 180	300
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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
Govt. PG College, Damoh	UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC	UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC	2018 365	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
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 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)

1. The college organised a number of activities such as Swachhta Abhiyaan, Blood donation camp etcetera. 2. Towards the end of the session an event named Youth Parliament was staged in the presence of the distinguished guests which include Legislators and parliamentarian. The show gave the students a good understanding of the parliamentary proceedings. 3. The department of Hindi organised Anand Mela to spread awareness among the students with regard to the participation in various academic activities. It aimed to train the students in soft skills. 4. To expedite the participation of youth in cultural activities as envisaged in the draft plan of IQAC, Sneh Sammelan (Students' cultural gathering) was organised in the college. 5. A short educational film The Whispering Walls of Khajuraho produced and directed by Dr. Rashmi Jeta won five International and seven national awards. 6. A prestigious Dada Saheb Phalke Film Festival Award was bestowed on the educational documentary film the Whispering Walls of the Khajuraho. 7. One of the best practices initiated by IQAC was to open the playground for all school students for various sports activities. Cricket is one

game which became the catch of the town as many kids represented state and national from here. 8. The beautiful Green Belt of the campus is opened for the eco friendly walk for kids and old aged people.

[View File](#)

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
GPC always promote to save papers by using online systems for daily work.	good
The beautiful Green Belt of the campus is opened for the eco friendly walk for kids and old aged people.	good
The college organised a number of activities such as Swachhta Abhiyaan, Blood donation camp etcetera.	good
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC	15-Dec-2021

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

Yes

Date of Visit

17-Mar-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2021

Date of Submission

20-Nov-2021

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The objective of the Institute Student Management System (ISMS) Digital Empowerment to the Students in keeping view of Digital India. ISMS provides all services of the Institutions Online to the Students. Advantage of ISMS to

easily track records like Students Database Management, Scholar Register Management, Enrollment and Examination Process System, Account Management, Fee Collection Management on any time from anywhere. This institute has follow Management Information system (MIS) by the portal link

<http://www.mphighereducation.nic.in/1101> (<http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstIdNTax#>) via this link students and teacher follow and search the college related any query or information under the Contents of Staff, Courses, Seats, Course Wise Students List, Category Wise Student List, Departments, Academic Sections/Non Academic, Students, Enrollment Register, Management Councils, Janbhagidari Samiti Academic Council, Executive Council, Anti Ragging Committee, Activities, NSS, NCC. This institute portal also update the information time to time related to About Us, Objectives, Mission, Vision, Janbhagidari Samiti, Academic Council, Executive Council, Library, Events Functions, Syllabus, Infrastructure, Assets, Achievements, Placements, Research, Rules, Vacancies, Important Documents, Workshop Seminars, Hostels, Download Softwares, Tenders, Forms, Press Release, News, Society, Alerts from Institute, NAAC SSR Reports, Annual Reports, Results, Results, AQAR Reports, IQAC Reports, RTI NEW, Institute Demand Ratio NEW, Open Exam Paper NEW. MP Higher Education is the official integrated eGovernance platform and online Portal of Department of Higher Education ,Madhya Pradesh. MP Higher Education has every College Profile Management and Online Admission Portal. This institute runs under MP Higher Education, therefore all academicians as well as students can browse the information via website <http://highereducation.mp.gov.in>. Here, Annual System Syllabus, guest faculty, e Service book, Education Policy, Different Circular etc are available and easy to user access . This Institute affiliated under Maharaja Chhatrasal Bundelkhand University, Chhatarpur, MP. This University have e friendly website <https://www.mchhatrasaluniversity.com>.

This website offer to search in different login area as student login, College login, Webmail, several notice for College students. MPOnline's objective to provide real time ONLINE SYSTEM to the institutions. Therefore, on ONE CLICK all the status of the Students and various types reports will be available as required. On other hand students of the institutes can submit / pay their dues from any where and save most of their time and money to stand in queue on counter windows and from large distance travelling via link <https://isms.mponline.gov.in/portal>. Student can search and apply different Scholarship via portal <https://eschopalship.mponline.gov.in/portal/index.aspx> and sanction via responsible authority. This Portal Connect to student to directly and manage in correctly manner. Student can Explore many scholarship viz., Gao Ki Beti, Pratibha Kiran, Vikramaditya scheme, Integrated Scholarship schemes, Living and transportation allowance for disabled ST, Scholarship scheme, Distribution of free books / stationery to SC / ST, Post matric scholarship, Housing allowance assistance scheme, Coaching scheme from reputed coaching institute for Civil service incentive scheme, College hostel, post matric scholarship, Housing assistance scheme, Backward Class Boys Girls Hostel etc. Here, various Scholarship Committee formed by Principal under the suggestion and guideline of college administration.

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 Gyan Chandra Srivastava Government Postgraduate College, Damoh (Non-Autonomous) has twin affiliations firstly with Dr. Hari Singh Gour Central University, Sagar, one of the oldest and prestigious Central university of the country and secondly Maharaja Chatrasal Bundelkhand University, Chhatarpur. The college at present runs four Undergraduate programmes viz., Bachelor of Arts (BA), Bachelor of Commerce (B.Com.), Bachelor of Science (B.Sc.) and Bachelor of Computer Science (BCA) and fourteen Postgraduate courses under Commerce, Science and Arts stream. Here also mention, top five programmes which were opted by the students as MA(English), MA(History), M.Sc. (Zoology), M.Sc. (Chemistry), M.Com. The curriculum was frequently updated by affiliated

university and Madhya Pradesh Higher Education. The Curriculum or syllabus available in Institutional websites (easy to access). The teaching-learning systems were Primarily Traditional method (Chalk & Duster) along with Overhead Projectors with Audio-Video system. Some departments use Smart Boards also. Practical orientation in relation to teaching- learning system is given to students via career Counselling & placement Cell, educational seminar, workshop, Industrial Visit (Cement Industry), Field trips, educational excursion, ppt preparation after UG & PG project work, presentation by students on interesting topics, Group Discussion, Personality Development classes, Debates, soft skill improvement, CCE or internal evaluation etc. The teaching-learning systems are also regularly updated via Self Appraisal and student centric because the institute collect annual student feedback on various issues or points. The institute has academic calendar and follow/work strictly accordingly to higher education. The Institute has Mentoring, Counselling and Tutorial system. All departments follow detailed lesson plan with teaching Planner strictly and this was monitored by respective institutional Time-Table committee. The internal evaluation was taken by CCE (Semester Pattern) and Half Yearly Exams (Yearly Pattern) with full transparency method. The Practical and Project were evaluated by internals and externals via Exams. The External evaluations were done by University followed by Annual and Semester Examinations. The question patterns in examinations were subjective and objective. The mode of exams was Hindi and English language. The regular students were benefitted by theory, practical, diagnostic, remedial and Virtual classes in Online and Offline Mode. The Science laboratories were well equipped and facilitated with furniture, Chemicals, modern Instruments or Consumable and non-consumable items. College has student centric Central Library, e-Library with departmental libraries. The intellectual capital (Knowledge bank) of the teachers is used to train the students for the competitive examinations. The students also take advantage and benefitted via departmental activity on important day celebration via speech (students and teachers both), poster making completion etc. NSS, Swami Vivekanand Career Guidance Cell, Red Ribbon Club etc. also encourage to students' overall development. The institute encourage to research as Hindi Sodh Kendra affiliated under Dr. Hari Singh Gour Central University, Sagar (Till date 27 Researchers take PhD). The institute also has Quarterly published research journal ISSN-2395-356X. Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations. 6. The students are motivated to participated

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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
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No Data Entered/Not Applicable !!!

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

Certificate

Diploma Course

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

No file uploaded.

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title

Programme Specialization

No. of students enrolled for Field Projects / Internships

BSc

III year Field based project work

912

BA

III year Field based project work

1687

BCom

III year Field based project work

407

MSc

IV Semester Field based project work

60

MA

IV Semester Field based project work

96

MCom

IV Semester Field based project work

79

BCA

III year Field based project work

6

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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

The institute has collected Collection and analysis of feedback from all stakeholders as Students, Teachers, Employers, Alumni and Parents on quality-related institutional processes. Feedback from all stakeholders collected, analysed and used for improvements. The Institute have the practice of collecting feedback from students and analysing the reports. The institute implement the suggestions from students' feedback for improving pedagogy. The institute collect feedback annually. Yes the institution discusses various

issues based on the feedback and implements. The committee formed for the same monitors and takes feedback. The feedback system is used for appraising the performance of faculty members is based on 360 degree, Students' feedback and Self-appraisal. The rating communicated to teachers for improvement. Obtaining Feedback from various stakeholders. The feedback of Students was collected during theory classes practical classes, remedial classes etc. The feedbacks of teachers were collected during meeting of staff council, pre-examination and pre-admission. The feedbacks of Employers were collected during NAAC meeting, annual function etc. The feedbacks of Alumni were collected during alumni meetings. The feedbacks of Parents were collected during admission time at helpdesk.

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
BA	BA	1596	1024	1024
BSc	BSc	868	588	588
BCom	BCom	388	280	280
BCA	BCA	4	2	2
MA	MA	93	127	93
MSc	MSc	65	70	65
MCom	MCom	50	102	50

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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
2017	3012	587	49	49	49

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
49	49	15	8	3	49

No file uploaded.

No file uploaded.

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

Yes, Institute has Students mentoring system. 1. Teaching learning process adopted with more than one methodology is use in classroom for slow learners. 2. The identified slow learners will be under the care of the

subject handling faculty. They interact with the concerned students and with their parents to know about the difficulties that are being faced by the students. Based on the output and information the teacher will chart out further plan of action. 3. Apart from the regular classroom teaching, periodic remedial classes and special classes are conducted for their improvement. This method of teaching helps the students to come out from their deficiencies. 4. Periodic counselling is performed to remove the fear of appearing the end semester examination. 5. Regular Parents – teachers meeting is organized to inform the parents about the status of the students which helps to monitor the progress of the students both by the teacher and parents. 6. The students are motivated to participated in Extra Curricular Activities as per their area of interest. IQAC of the college lays special emphasis on effective mentoring system in the college keeping in mind the diversity of the learners coming from different social economic and educational background. The faculty of the college has been made to use interactive method of teaching by using PPTs, ICT, E-Resources, organising field tours and by giving field projects to the students. Faculty of the college encourages participative learning by organising group discussion, seminars, workshops, open discussions and by giving assignments to them. Doubt clearing classes both for the weak and the advanced students are arranged so that neither of them suffer and may get maximum benefit from the teacher. Tutorial groups, mentor – mentee classes are an important feature of the mentoring system of the college. These have been formed to overcome learning barriers of the students and to establish personal contacts between the teacher and the taught, so necessary for imparting quality education and to create a sense of belongingness in the college. Mentoring system adopted in the college emphasises not only on imparting subject skills, but also on other life skills and making them responsible citizens realizing their social, institutional and national responsibilities. All the departments and various cells organised certain activities to groom their personality and to prepare them to face any challenges in life. IQAC of the college feels that the mentoring system will be more effective, and the faculty will be able to impart its best only when it is updated in its knowledge. That is why, it makes sure that the faculty attends more and more seminars, workshops, in service training, use ICT and E-Resources and undertake research work.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3599	49	1:73

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
49	49	Nil	14	32

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. Rashmi Jeta	Associate Professor	Nil
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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
MCom	C031	Semester	31/05/2018	31/08/2018
MSc	M.Sc. (All Sub.)	Semester	31/05/2018	31/08/2018

MA	MA (All Sub.)	Semester	31/05/2018	31/08/2018
BCA	C030	Semester	31/05/2018	31/08/2018
BCom	C032	Semester	31/05/2018	31/08/2018
BSc	C013	Semester	31/05/2018	31/08/2018
BA	C028	Semester	31/05/2018	31/08/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College is affiliated to MCBU Chhatarpur, and hence, follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to the students. The internal assessment is carried out in a systematic manner for theory courses, laboratory courses, seminars, summer internship and project. For theory sessional assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by faculty members. ? Question paper is prepared by individual faculty/ faculty members teaching the same subject. ? Quality of question papers are checked and final question paper is approved by concerned authority. ? Assignments are allocated on weekly basis by faculty teaching the subject and are uploaded on the college portal. ? Answer sheets are evaluated and checked answer sheets are shown to the students. ? A comparative evaluation of student's performance is carried out. ? Two internal tests were conducted.

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

The teaching-learning systems are also regularly updated via Self Appraisal and student centric because the institute collect annual student feedback on various issues or points. The institute has academic calendar and follow/work strictly accordingly to higher education. The Institute has Mentoring, Counselling and Tutorial system. All departments follow detailed lesson plan with teaching Planner strictly and this was monitored by respective institutional Time-Table committee. The mode of exams was Hindi and English language. The regular students were benefitted by theory, practical, diagnostic, remedial and Virtual classes in Online and Offline Mode.

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)

<https://www.mchhatrasaluniversity.com.>

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
BA	BA	ALL SUBJECT	327	255	77.9
BCOM	BCom	ALL SUBJECT	129	119	92.2
BSC	BSc	ALL SUBJECT	146	138	94.5

BCA	BCA	BCA	2	2	100
MA	MA	ALL SUBJECT	78	68	87.1
MSC	MSC	ALL SUBJECT	49	33	67.3
MCOM	MCom	ALL SUBJECT	66	61	92.4
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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/1101>

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
National	Science, Arts, Commerce Dept	10	1
International	Science, Arts, Commerce Dept	3	1
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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
Science, Arts, Commerce Dept.	3
View File	

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	2	2	5
Presented papers	Nil	Nil	2	6
Resource persons	Nil	1	1	8
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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
Independence day Republic day	NCC/NSS	3	22

Platoon participation			
Blood Donation Camp/Year	NCC/NSS	4	11
Swachhta Abhiyan/Month	NCC/NSS	4	55
All India Amarkantak Trekking Camp 2018	NCC DTE MP CG	4	20
View File			

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 activities	Number of students participated in such activities
Swachhta Abhiy	NCC/NSS	Swachhta Abhiy	3	55
View File				

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!			

No file uploaded.

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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing

[View File](#)

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
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

[illegible]

Total	0	0	0	0	0	0	0	0	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!	

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 incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

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)

The college has well-furnished class rooms, ICT enabled classrooms, well quipped laboratories, computer labs, Central departmental Library, seminar hall / auditorium, Conference room, indoor games facilities, Playground, canteen for boys and girls, Botanical Garden, Girls Hostels, Virtual Classroom, RO purified water, water coolers to provide cold water during summer seasons, common room for girls, Separate Toilets for Girls and Boys. IQAC of the college tries its best to provide all kinds of physical, academic and support services to the students and the faculty to ensure imparting of quality education. Internet facility has been provided in all the departments and e-library centre has been setup in the college for free internet use to the students and the faculty. IQAC of the college sees that all the physical, academic and support facilities are properly utilized for the benefit of the students. To ensure imparting of quality education and grooming the personality of the students, all the departments, Cells, clubs, units etc. have been instructed to prepare their academic calendars. Faculty is encouraged to use ICT in teaching and learning and to enrich to curriculum by arranging field tours, industrial visits, workshops, group discussion, quizzes, seminars, PPT presentations etc. Students from all the faculties are enrolled for language lab to improve their communication skills. Computer Labs and other labs are utilized for providing practical knowledge of their subjects and to enhance their digital and analytical skills. A proper program has been formulated for issuing books and magazines to the students for short duration as well as for long duration. A library committee has been constituted to look after the affairs and purchase of new books. The college has good sports facilities and gives every chance to the students to excel in to sports and games. Faculty of the Department of Physical Education selects the team from the students, provide them free sports goods and kits for practice and make them practice under their coaching and to ensure their participation in University and Inter University games. In addition to this various committees have been formed for the maintenance of the physical infrastructure available in the college. Grievances Redressal Cell has been constituted to take feed back from various stake holders and to conduct student satisfaction surveys and to redress the grievances of the students. Women Cell, Prevention of Sexual Harassment Cell, Anti Ragging Cell are committed to provide safe, secure, healthy and gender sensitizing environment in the college. Cultural Cell, NSS ,NCC, YRC , Legal Literacy Cell, Scientific

Temperament Development Cell, Road Safety Club, RTI Cell, Consumer Awareness Cell etc. are there for ensuring the overall growth by undertaking a large no. of extension activities.

<http://www.mphighereducation.nic.in/1101>

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	ST/SC/OBC/Gaon ki Beti/Awas Yojna	2804	21103901
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill
View File			

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
2 days Career Fair District Level at College campus	27/02/2018	107	Swami Vivekananda Career Guideline Cell
No file uploaded.			

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 passed in the comp. exam	Number of students placed
2018	Career Counselling Under SVCGC	162	170	25	107
No file uploaded.					

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
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

Govt./Semi-Govt./Pvt. Companies 2 Days District Level Career Fair Under SVCGC 27-28/ Feb/2018	200	107	GOVT. and Pvt. Job via various examinations	162	20
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No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	400	BA/B.Sc/BCom	All Departments	Several UTD, and A Grade Colleges of Big Cities	PG, MPhil, PhD, MCA, BLib, MLib

No file uploaded.

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	6
SLET	4
Civil Services	5
Any Other	10

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports and cultural activities	College, District, Sambhag level	110

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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	ATHLETIC JUDO- KABADDI JU DO- HOCKEY HOCKEY HOCKEY BASKETBALL	National	35	9	Nil	PREETAM LODHI BRAJESH ATHYA VIKALP DICTION AADITYA BAGHEL

BASKETBALL
BASKETBALL

AAMIR KHAN
HAMID
CHISTI
RAVI KHARE
SHIVAM
CHOUDHRI
SHIVAM
RAIKWAR

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Institution facilitates students' representation via NSS and NCC. NSS students represents in all the social activities being organized by the college throughout the year. All Students and teachers both were facilitated and connected via different intuitional committee such as NAAC IQAC Committee, Admission Help Desk, Semester Cell (CCE, Prctical Project), Time Table Committee, Sports Committee, Social Gathering Committee, Students Welfare Fund, several Scholarship Committee, Gaon Ki Beti Poverty Scholarship Committee, Hostel Committee, Anti-Ragging Discipline Committee, Housing Scheme, Library Advisory Committee, NSS/Plantation/Environment Committee, Legal Constitution Committee, Sports Committee, Grievances Redressal Cell, Youth Festival Committee, Career Counselling Cell, Cultural Committee, Literary Committee, Women Development Cell, Departmental Exam Result Analysis Committee, Campus Cleanliness, Red Ribbon Club, Voter Awareness Committee (Systematic Voters Education and Electoral Participation program), CM Help Line Committee etc. Student Union Election also conduct into college for Association of Students of several stream and gave a building where students go to meet socially. The main objective of a student union is to solve students problems that can either be related to academic life or have a general political and social nature. The steps set up for own student society via contacting, gauge student demand, build Students committee, submit their society application and begin building their societys calendar. In higher education, the students union is often accorded its own building on the campus, dedicated to social, organizational activities, representation, and academic support of the membership. A student union more often refers to a representative body. Student Council is an organization conducted by students and supervised by Teachers. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out College activities and service projects. Student council looks good in our college application. However, joining student council goes beyond just leadership and teamwork skills, student council can help you build memories, relationships and even learn about your personal goals. IQAC promotes participative practices and ensures the involvement of the students and other stakeholders in various academic and administrative committees to keep up the motto of providing quality education to the satisfaction of all the stake holders. This year indirect elections to the student's council were held and students elected their own representatives for better co-ordination with the administration. The opinion of the student's council members was taken on all the important decisions regarding students and proper place was given to it in decisions taken. They had been made members of various committees constituted for the welfare of the students. This helped in better administration and grievances implementation because the decisions were taken with the consent of the students' council members. The students were also given representations in various academic and administrative committees formed at college level or department level. Not only the students were given representation, but they are also given the responsibility to organise and coordinate various functions and programs. Involvement of the students in various committees brings positive results also. It develops in them team

spirits, social.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No Data Entered/Not Applicable !!!

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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 Institute follows various ways for effective governance for decentralization and participative management under the supervision of Higher Education and University rules and regulations. The Institutions always believe in the practices of decentralisation and participative management. It reflects the policy decision making, planning, administration and office management. The Administrative and academic duties are controlled by the Principal/IQAC/NAAC of the Institution. The development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The faculty and Head of the Department are performing their role and responsibilities initiated with the vision and mission of the college. The Faculty Members maintain the healthy relationship among students, administration and other associated departments. They keep Students related all record such as attendance record, providing important notes, departmental book issuing record, internal assessment records, practical performance, Project work, final exam results, feedback etc. Non teaching staff plays crucial role in managing the day-to-day work related to maintaining pleasant environment for study, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance. The College management conducts the regular meets and discuss the issue and challenge for overall developmental of the institute. Thus , Management of the Institution encourages co-ordinators and members of various committee to share their ideas, opinions and suggestions through the proper channel. The input received from various committees and feedback received from all stackholder such as parents, students, teacher, Alumni and considered for the future decision making. Student can search and apply different Scholarship via portal <https://epravesh.mponline.gov.in/portal/index.aspx>. This portal is connected to student directly and manages their application. Student can explore many scholarship viz., Gao Ki Beti, Pratibha Kiran, Vikramaditya scheme, Integrated Scholarship schemes, Living and transportation allowance for disabled ST, Scholarship scheme, Distribution of free books/ stationery to SC / ST, Post matric scholarship, Housing allowance assistance scheme, Coaching scheme from reputed coaching institute for Civil service incentive scheme, College hostel, post matric scholarship, Housing assistance scheme, Backward Class Boys Girls Hostel etc. For this, various Scholarship Committee formed by

Principal under the suggestion and guideline of college administration. Therefore, Co-ordinators and 2/3 members assigned for each scholarship for documents verification of eligible students according to scholarship eligibility for avail that.

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

Yes

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
Curriculum Development	The college at present runs four Undergraduate programmes viz., Bachelor of Arts (BA), Bachelor of Commerce (B.Com.), Bachelor of Science (B.Sc.) and Bachelor of Computer Science (BCA) and fourteen Postgraduate courses under Commerce, Science and Arts stream. Here also mention top five programmes opted by the students as MA(Eng), M.Sc (Chemistry), MA(Hist), M.Sc(Zool), M.Com. The curriculum was frequently updated by affiliated university and Madhya Pradesh Higher Education. The Curriculum or syllabus available in Institutional websites (easy to access), university and Higher Education websites.
Teaching and Learning	The teaching-learning systems are Primarily Traditional method (Chalk Duster) along with Overhead Projectors with Audio-Vedio system. Some departments use Smart Boards also. The intellectual capital (Knowledge bank) of the teachers is used to train the students for the competitive examinations. The students also take advantage and benefitted via departmental activity on important day celebration via speech (students and teachers both), poster making completion etc. NSS, Swami Vivekanand Carrer Guidance Cell, Red Ribbon Club etc. also encourage to students' overall development.
Examination and Evaluation	The internal evaluation was taken by CCE (Semester Pattern) and Half Yealy Exams (Yearly Pattern) with full transparency method. The Practical and Project were evaluated by internals and externals via Exams. The External evaluations were done by University followed by Annual and Semester Examinations. The question patterns in examinations were subjective and objective. Practical orientation in

relation to teaching- learning system is given to students via career Counselling placement Cell, educational seminar, workshop, Industrial Visit (Cement Industry), Field trips, educational excursion, ppt preparation after UG PG project work, presentation by students on interesting topics, Group Discussion, Personality Development classes, Debates, soft skill improvement, CCE or internal evaluation etc. The teaching-learning systems are also regularly updated via Self Appraisal and student centric because the institute collect annual student feedback on various issues or points. The institute has academic calendar and follow/work strictly accordingly to higher education. The Institute has Mentoring, Counselling and Tutorial system. All departments follow detailed lesson plan with teaching Planner strictly and this was monitored by respective institutional Time-Table committee. The mode of exams was Hindi and English language. The regular students were benefitted by theory, practical, diagnostic, remedial and Virtual classes in Online and Offline Mode.

Research and Development

The institute encourage to research as Hindi Sodh Kendra affiliated under Dr. Hari Singh Gour Central University, Sagar. The institute also has Quarterly published research journal ISSN-2395-356X. Various research initiatives are taken by the institute ,the institute encourages teachers to undertake the original research. The thrust area is Bundelkhand. The institute facilitate the project funding, from sources like: (UGC/AICTE/ICSSR/CSIR/DBT/DST etc.). The institute forwards such cases of the staff to the concerned agency. Type of facilities and incentives are provided to faculty members needed to manage the research work after getting the funding, they are provided leave to consult enriched libraries. The institute measured the growth in research and development through participation and contributions in International/ National Conferences, Seminars, Symposiums, Workshops, and initiation of academic exchange programs.

Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure / Instrumentation The Science laboratories were well equipped and fascillited with furniture, Chemicals, modern Instruments or Consumable and non-consumable items. College has student centric Central Library, e-Library with departmental libraries. Our college has a library consist of various books of UG, PG and other important collection of books of various fields. Other than this library all departments have their own library having collection of very high quality books useful for UG and PG students. No. Of books in our library are 87086. We have an e-library having no. Of computers twelve (12) at present with all facilities. College provides wi-fi facility for all the students for the access of various educational materials. Our college consists of 20 class rooms, 6 laboratories, 1 auditorium, 1 girls hostel and facility for all sports are available for the students. We have an extension plan as following: 1. Extension and modernization of Classrooms with Furniture, Audio-Video System, andSmartClass. 2. Extension science Laboratories to be equipped with modern apparatus/facility. 3. Extension of Washroom for Girls/Canteen. 4. Extension of Library for upgradation and for E-Library
Human Resource Management	As requirement and running in proper Channel. The GPC has been providing quality human resources. as per guidelines of UGC norms, MPHEd, JanBhagidari Samiti, Collectorate guidelines.
Industry Interaction / Collaboration	Practical orientation in relation to teaching- learning system is given to students via Industrial Visit (Cement Industry), Field trips, educational excursion.
Admission of Students	Online via https://epravesh.mponline.gov.in/portal/index.aspx. Since last five years we are following the central process for admission which is online and governed by M. P. Higher education followed by all govt. and private colleges. But private minority colleges are exempted from online process with certain terms and conditions which are decided by M. P. HIGHER EDUCATION time to time. Online process is completed in

three steps 1,2 and 3 round and in the last there is a round of CLC i.e. college level counseling. The purpose of all these processes is to enhance GER i. e. gross enrollment ratio. Process is same for UG and PG.

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

E-governance area	Details
Planning and Development	The Administrative and academic duties are controlled by the Principal/IQAC/NAAC of the Institution. The development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The faculty and Head of the Department are performing their role and responsibilities initiated with the vision and mission of the college. The Faculty Members maintain the healthy relationship among students, administration and other associated departments. They keep Students related all record such as attendance record, providing important notes, departmental book issuing record, internal assessment records, practical performance, Project work, final exam results, feedback etc. Non teaching staff plays crucial role in managing the day-to-day work related to maintaining pleasant environment for study, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance. The College management conducts the regular meets and discuss the issue and challenge for overall developmental of the institute. Thus, Management of the Institution encourages co-ordinators and members of various committee to share their ideas, opinions and suggestions through the proper channel. The input received from various committees and feedback received from all stackholder such as parents, students, teacher, Alumni and considered for the future decision making.
Administration	Institution facilitates students' representation via NSS and NCC. NSS students represents in all the social activities being organized by the college throughout the year. All Students and teachers both were facilitated and connected via different intuitional committee such as NAAC IQAC Committee, Admission Help Desk,

Semester Cell (CCE, Prctical Project), Time Table Committee, Sports Committee, Social Gathering Committee, Students Welfare Fund, several Scholarship Committee, Gaon Ki Beti Poverty Scholarship Committee, Hostel Committee, Anti-Ragging Discipline Committee, Housing Scheme, Library Advisory Committee, NSS/Plantation/Environment Committee, Legal Constitution Committee, Sports Committee, Grievances Redressal Cell, Youth Festival Committee, Career Counselling Cell, Cultural Committee, Literary Committee, Women Development Cell, Departmental Exam Result Analysis Committee, Campus Cleanliness, Red Ribbon Club, Voter Awareness Committee (Systematic Voters Education and Electoral Participation program), CM Help Line Committee etc. Student Union Election also conduct into college for Association of Students of several stream and gave a building where students go to meet socially. The main objective of a student union is to solve students problems that can either be related to academic life or have a general political and social nature.

The steps set up for own student society via contacting, gauge student demand, build Students committee, submit their society application and begin building their societys calendar. In higher education, the students union is often accorded its own building on the campus, dedicated to social, organizational activities, representation, and academic support of the membership. A student union more often refers to a representative body.

Student Council is an organization conducted by students and supervised by Teachers. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out College activities and service projects.

Student council looks good in our college application. However, joining student council goes beyond just leadership and teamwork skills, student council can help you build memories, relationships and even learn about your personal goals. IQAC promotes participative practices and ensures the involvement of the students and other stakeholders in various academic and

administrative committees to keep up the motto of providing quality education to the satisfaction of all the stake holders. This year indirect elections to the student's council were held and students elected their own representatives for better co-ordination with the administration. The opinion of the student's council members was taken on all the important decisions regarding students and proper place was given to it in decisions taken. They had been made members of various committees constituted for the welfare of the students.

Finance and Accounts

Institution conducts internal and external financial audits regularly (with in 100 words each) Internal Audit Committee of the institute follow up the procedure of internal and external financial audits regularly. The present system of institute has clarity of control mechanism. The present administration, academic and financial system was monitored and appreciable. The Institution conducts internal and external financial audits regularly. Academic Audit, Green Audit, Financial Audit, Administrative Audit. The audit was done at every July. Name of the non government funding agencies/ individuals RUSA, World Bank

Student Admission and Support

Student Admission and Support A student information system (SIS), student management system, school administration software or student administration system is a management information system for education sector establishments used to manage student data. It integrates students, parents, teachers and the administration. Student information systems provide capabilities for registering students in courses documenting grading, transcripts of academic achievement and co-curricular activities, and the results of student assessment scores forming student schedules tracking student attendance generating reports and managing other student-related data needs in an educational institution. The SIS information of our institute found on <https://mcbu.mponline.gov.in>. It Comprises Student Registration- SIS (Only For Final Year UG and Final Semester PG Enrolled Students), User Manual for Student Information System

(Only For Final Year UG and Final Semester PG Enrolled Students, Student Information Correction, Enrollment Form, Examination Application, Examination Form, View Receipt Exam Form, Download Admit Card, Counter Based Applications, Apply for Counter based Application, Pay-Unpaid Application/View Receipt/Check Status, Retotal/View Answer Book, Apply for Retotaling/View Answer Book, Complaint Management System. Student Management System (SMS) is a module designed to track, store and manage students data, like grades, attendance, interpersonal activities records, and all kind of information generated by a College. The comprehensive data that includes - student's registration information, admission detail, fees payment status, hostel billing, scholarships or any other financial aid provision, etc can be shared with faculty, students and parents to make the entire process of students' enrollment quick, systematic error-free. Furthermore, the entire students' information can be saved at a centralized location role-based login access can be given to all the stakeholders for ensuring 100 student data security.

Examination

Examination The internal evaluation was taken by CCE (Semester Pattern) and Half Yealy Exams (Yearly Pattern) with full transparency method. The Practical and Project were evaluated by internals and externals via Exams. The External evaluations were done by University followed by Annual and Semester Examinations. The question patterns in examinations were subjective and objective. Practical orientation in relation to teaching- learning system is given to students via career Counselling placement Cell, educational seminar, workshop, Industrial Visit (Cement Industry), Field trips, educational excursion, ppt preparation after UG PG project work, presentation by students on interesting topics, Group Dissscussion, Personality Development classes, Debates, soft skill improvement, CCE or internal evaluationetc. The teaching-learning systems are also regularly updated via Self Appraisal and student centric because the institute collect annual student feedback on various issues or

points. The institute has academic calendar and follow/work strictly accordingly to higher education. The Institute has Mentoring, Counselling and Tutorial system. All departments follow detailed lesson plan with teaching Planner strictly and this was monitored by respective institutional Time-Table committee. The mode of exams was Hindi and English language. The regular students were benefitted by theory, practical, diagnostic, remedial and Virtual classes in Online and Offline Mode.

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
49	49	27	42

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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No Data Entered/Not Applicable !!!

6.4 – Financial Management and Resource Mobilization

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

Internal Audit Committee of the institute follow up the procedure of internal and external financial audits regularly. The present system of institute has clarity of control mechanism. The present administration, academic and financial system was monitored and appreciable. The Institution conducts internal and external financial audits regularly. Academic Audit, Green Audit, Financial Audit, Administrative Audit. The audit was done at every July.

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	CA	Yes	Principal
Administrative	Yes	CA	Yes	Principal

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

1. Parental feedback 2.PTM 3. via NSS Programms

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

The College sees to it that its support staff, who form an integral part of the college family are well catered to. 1. The College authority together with its faculty members ensure that their expenses during medical Emergencies are taken care of. And given physical, mental and social support. 2. A part of their childrens' educational costs and at times their marriages too are shared by the Teachers' Council of the College. 3. E-Pension for them has already been regularized.

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

1. Greenery/ eco-friendly environment/ more plantations. 2. Polythene free campus. 3. Enhancement in Teaching Learning Management.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

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
2017	to continue with the objectives and execute all which had been recommended by the NAAC Peer Team	21/08/2017	21/08/2017	30/06/2018	40
2017	Committee decided to hold job fare for the students so that they may feel encouraged.	16/10/2017	28/02/2018	Nil	200
No file uploaded.					

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
Gender Sensitization	01/10/2017	31/10/2017	65	20

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
Converting the Campus into Green Belt by growing tree in its 10 of land area. GPC always promote to save papers by using online systems for daily work. Promote e-work via e-Office, online admission Campus has the excellent eco-friendly environment and very well connected with walkways. Automobile driving in campus were not permitted. Students are encouraged to walk or use bicycles. To save nonrenewal source petrol, make pollution free environment. Reduction of Electricity bill by the help of proper glass window rooms with proper natural air and sunlight. Plantation of Trees to convert into Green Campus. Plantation program Vraksha Mitra. GPC follows the University guidelines for proper dispose off methos in Laboratory wastage and leverage on common services for waste management/e-waste Up gradation of Botanical Garden Campus should be clean and waste free. For ensure this camera were installed in whole campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	40
Scribes for examination	Yes	35

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
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
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No Data Entered/Not Applicable !!!

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Converting the Campus into Green Belt by growing tree in its 10 of land area. GPC always promote to save papers by using online systems for daily work. Promote e-work via e-Office, online admission Campus has the excellent eco-friendly environment and very well connected with walkways. Automobile driving in campus were not permitted. Students are encouraged to walk or use bicycles. To save nonrenewal source petrol, make pollution free environment. Reduction of Electricity bill by the help of proper glass window rooms with proper natural air and sunlight. Plantation of Trees to convert into Green Campus. Plantation program Vraksha Mitra. GPC follows the University guidelines for proper dispose off methos in Laboratory wastage and leverage on common services for waste management/e-waste Up gradation of Botanical Garden Campus should be clean and waste free. For ensure this camera were installed in whole campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Greenery/ eco-friendly environment/ more plantations. 2. Polythene free campus.

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/1101>

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

The Institute follows various ways for effective governance for decentralization and participative management under the supervision of Higher Education and University rules and regulations. The Institutions always believe in the practices of decentralisation and participative management. It reflects the policy decision making, planning, administration and office management. The Administrative and academic duties are controlled by the Principal/IQAC/NAAC of the Institution. The development and implementation of policies, programs, and

initiative that are associated with the vision and mission of the college. The faculty and Head of the Department are performing their role and responsibilities initiated with the vision and mission of the college. The Faculty Members maintain the healthy relationship among students, administration and other associated departments. They keep Students related all record such as attendance record, providing important notes, departmental book issuing record, internal assessment records, practical performance, Project work, final exam results, feedback etc. Non teaching staff plays crucial role in managing the day-to-day work related to maintaining pleasant environment for study, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance. The College management conducts the regular meets and discuss the issue and challenge for overall developmental of the institute. Thus , Management of the Institution encourages co-ordinators and members of various committee to share their ideas, opinions and suggestions through the proper channel. The input received from various committees and feedback received from all stackholder such as parents, students, teacher, Alumni and considered for the future decision making.

Provide the weblink of the institution

<http://www.mphighereducation.nic.in/1101>

8.Future Plans of Actions for Next Academic Year

1. The priority for future academic year planning firstly upliftment our institutional NAAC grading CGPA from 2.55 toward maximum. 2. Induction of Research Program in all Post graduate Departments 3. Expansion and Modernization of class rooms inclusive of Audio Visual equipments and Furniture. 4. More Educational Tours/ Visits to industries/ Excursions/Seminars to be conducted on departmental basis every year. 5. Up gradation of Library with facilities 6. Up gradation of Laboratories with modern equipments. 7. Expansion and Modernization of Computer Lab with Internet facility. 8. To achieve the goal improving employability of the students 9. Inviting to eminent Guest lecture Experts/ Resource Persons in International, national seminars and workshop. 10. Establishment of Language Lab 11. Introducing Skill Development Courses and Personality Development Workshops 12. Need to advancement in Running of Career Counselling Placement Cells which will linkage with local industry/ Coaching Institute. 13. To achieve the goal of improving access (intake of students) 14. Increasing Intake of students by at least 5 every year from 2018 to 2019. 15. Identifying, Introducing and Obtaining Permission for running job oriented new Degree/ Diploma /Certificate courses which are in demand among students and present scenario. 16. For student welfare extension of Girls Hostel with Furniture, up gradation in Sports Facility(GYM), Extension of Sports Building, Extension of Washrooms for students and Improving the Canteen Facility. 17. Improving College infrastructures such as extension of of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, LCD / wifi/LAN. Expenditure incurred on maintenance of infrastructure enhancement budget. Expenditure on maintenance of academic facilities and purchase of books/ e-books and subscription to journals/e-journals. 18. Up grading the Computers with peripherals and necessary software to expedite the disposal of impending work. Systematic monitoring and Maintenance of Networking within the Campus 19. Library as a Learning Resource so the institution has subscription for e-resources viz., e-journals, e-ShodhSindhu, Shodhganga membership, e-books, Databases, Remote access to e- resources. 20. To achieve the goal of Eco-friendly and green campus converting the Campus into Green Belt by growing tree in its 10 of land area, Reduction of Electricity bill by 50 in consequent years, Installation of the Solar Panel in the whole college, Installation of Water Harvesting System, more Plantation of Trees to convert into Green Campus, Up gradation of Botanical Garden. 21. To achieve the goal of Institutional Project Budget Infrastructure additions and enhancements, Research development Support, Development Support,

Faculty and Staff Development (including faculty knowledge up gradation, pedagogical training, and organising/participation of faculty in workshops, seminars and conferences for improved. 22. Technical assistance for procurement and academic activities, Institutional management capacity enhancement, Academic support, Creation of new departments/courses, Enhanced Interaction with Industry, Student support activities. 23. To achieve the goal of Institutional Governance for Professors, Students and Staffs to achieve atleast 75 satisfaction level by redressing grievances with on time completion of pending works. 24. To achieve the gradual improvement every year for employability among students, therefore need of Guest lecture Experts/ Resource Persons,