



YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes	
• Phone no./Alternate phone no.	07812 222461	
• Mobile no	9179608614	
• Registered e-mail	pg_collegedamoh@yahoo.co.in	
• Alternate e-mail		
• Address	SAGAR ROAD, TEEN GULLI	
• City/Town	DAMOH	
• State/UT	MADHYA PRADESH	
• Pin Code	470661	
2.Institutional status		
• Affiliated /Constituent	AFFILIATED	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	MAHARAJA CHHATRASAL BUNDELKHAND UNIVERSITY, CHHATARPUR, M.P.				
• Name of the IQAC Coordinator	DR.RASHMI JETA				
• Phone No.					
• Alternate phone No.					
• Mobile	9425095526				
• IQAC e-mail address	iqacdamohpg@gmail.com				
• Alternate Email address					
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.mphighereducation.nic.in/1101				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.mphighereducation.nic.in/1101				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.55	2016	31/03/2016	31/03/2021
6.Date of Establishment of IQAC			20/11/2021		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	04	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Regular meetings and briefing sessions. 2. Advisory role in college development. 3. Contribution towards execution of NEP. 4. Extension activities.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Nil	Nil	
13.Whether the AQAR was placed before statutory body?	Yes	
Name of the statutory body		
Name	Date of meeting(s)	
PRINCIPAL	05/07/2021	
14.Whether institutional data submitted to AISHE		
Year	Date of Submission	
2020 -21	31/12/2021	
Extended Profile		

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	69
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	6325
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	4920
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	1976
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	57
File Description	Documents
Data Template	View File
3.2	54

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	52
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1, 17, 23649
4.3 Total number of computers on campus for academic purposes	40
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
This is a government affiliated college, purely run under the rules and regulations as and when framed by the Department of Higher Education, Government of Madhya Pradesh and the affiliating university Maharaja Chhatrasal Bundelkhand University, Chhatarpur, M.P. The scheduled and approved syllabus by Central Board of Studies Higher Education, Bhopal and then approved by the Maharaja Chhatrasal Bundelkhand University, Chhatarpur is then followed by our faculty members. The syllabi for humanities, science and commerce faculties are delivered by lecture mode with blackboard in classroom along with powerpoint presentations in humanities and commerce streams. In Science Faculty lectures are taken with blackboard, charts, powerpoint presentations in theory classes while practicals are performed by students guided by concerned faculties in laboratories. All round aspects of syllabi are covered with help through books published by Hindi Academy Bhopal and the reference books and online content available on Internet.	

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

This college strictly follows the University and Government Annual Academic Calendar. The timetable for respective departments for Post Graduate students is scheduled by Head of Departments maintaining the schedule approved by higher authorities. Annual examination time table is issued by affiliating University and same is followed to conduct examinations on yearly basis. While internal examinations such as CCE and practical examinations are scheduled by college itself and marks are sent to university for inclusion in marksheets of concerned students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

03

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

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

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

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

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

00

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

1.3 - Curriculum Enrichment

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

Govt P.G. College, Damoh is located in remote area of Madhya Pradesh ridden with adequate modern facilities and global academic culture. We train and educate our students with the democratic, egalitarian and social values of modern times. Keeping pace with global academia.

All round development of students is our mission and vision. Apart from social and citizenship values, various values of highest civilization are imparted like environmental awareness, social, ethical, gender equality and sustainability through seminars, symposia, workshops, conferences, plays and dramas.

Merely rote learning and award of degree is not sufficient to shape and reframe a body into a complete and balanced citizen. Hence all such days of national and international importance are observed in our institution not merely as ceremonial functions but are very intended to inculcate the deep message contained in them.

N.C.C. and N.S.S. units are the core of academic and social relationships via reaching to the people of all sections of society and specially to the downtrodden and marginalized sections. Camps and rallies are regularly organized by these units highlighting the issues of environmental awareness, cleanliness drive, Corona help hands, blood donation camps, child abuse awareness and many more.

As per calendar for co-curricular activities and other programs allotted by government time to time various functions are organized notable are KunjBihari, Dubey student Parliament (Mock Parliamentary Process), workshop on Drug Abuse, seminars on environmental concerns are routine activities of our institution.

All paper-consuming processes are being minimized by adopting online fees submission; online admission process and official letters and notices are either mailed to concerned person individually or served in whatsapp group for students and staff members. This is our one of most important step towards sustainable approach.

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

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

16

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

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

554

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

B. Any 3 of the above

Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	
A. Feedback collected, analyzed and action taken and feedback available on website	
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://docs.google.com/spreadsheets/d/1-0SPZToyJQn8dmVDMwx_n9brMMwJD4CPg10_EG6NhXk/edit?usp=sharing
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
3284	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

2727

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

2.2 - Catering to Student Diversity

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

- Teaching learning process adopted via Remedial classes, Virtual Classes, Diagnostic classes etc. in classroom for slow learners.
- 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.
- Apart from the regular class room 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.
- Periodic counselling is performed to remove the fear of appearing the end semester examination.
- 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.
- The students are motivated to participated in Extra Curricular Activities as per their area of interest.

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

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

Number of Students	Number of Teachers
6167	61

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Govt. P. G. College, Damoh provides an effective platform for students to develop latest skills, knowledge, attitude, values to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes annual technical fest, TECHNOVATION in which students showcase their learning in the form of innovative projects. Also, students are motivated to participate in inter college as well as national level competitions.

The institute focuses on the student-centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

1. Experiential Learning:

- Laboratory Sessions are conducted with content beyond syllabus experiments.
- Project development on latest technologies by students where they showcase their working model in the technical fest.

1. Participatory Learning:

Annual cultural program - This is organized every year for the students of the college to give a vent to their creativity.

- Regular Quizzes- Quizzes are organized for student participation at intra or inter college level.
- Seminar Presentation - Students develop technical skills while presenting papers in seminars.
- Presentation and publishing of papers in conferences and journals - The objective is to give them exposure to learn and imbibe new skills.

1. Problem-solving methods:

Regular Assignments based on problems

- Mini Project development
- Regular Quizzes
- Case studies Discussion
- Class presentations
- Debates
- Participation in Inter college events

Students participation in digital video learning

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Teachers use ICT enabled tools for effective teaching-learning process.

it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute -

ICT Tools:

1. Projectors- 12 projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Printers- They are installed at Labs, all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are four photostat machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Rooms-One virtual halls are equipped with all digital facilities.

7. Smart Board- One smart board is installed in the campus.

8. Auditorium- It is digitally equipped with mike, projector, cameras and computer system.

9. Online Classes - through Zoom, Google Meet, Microsoft Team, Google Classroom)

10. Digital Library

Use of ICT By Faculty

1. PowerPoint presentations- 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.

2. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

3. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

4. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

5. Workshops- Teachers use various ICT tools for conducting workshops on latest methods such as research methodology, remote sensing & GIS etc.

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

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

2.3.3.1 - Number of mentors

61

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

58

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

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

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

34

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

61

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

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.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

1. The college has a central Internal Assessment Committee, which undertakes necessary measures to ensure objectivity and transparency in the process. Notifications are displayed prominently on the college website and on college notice boards to communicate information related to internal assessment to students.

1. The attendance sheet, which is a part of Internal Assessment, is provided to all the teachers to award marks to the students

1. The departments are given freedom to conduct the test as per their wish which means either objective or subjective or oral tests

1. Answer scripts of internal class tests, assignments and project reports are discussed with students after evaluation. In rare cases if students' grievances are not addressed satisfactorily, students are free to approach their mentor, or the teacher-in-charge for redressal. Intervention by the Head of Institution can be sought in extraordinary cases.

1. Students are given enough time to claim concessions in attendance on medical grounds and for participation in extracurricular activities.

1. Marks awarded by individual teachers are moderated by departmental moderation committees to ensure parity in marks awarded to students among different subjects. After such rigorous scrutiny, the records of the final internal assessment (IA) are sent to the university only after each student signs the record. In certain cases, if discrepancies are noticed between marks awarded to students by teachers and those entered in the mark sheets prepared by the University, the college assists the students in getting such errors rectified.

1. If some students fail to appear in such CCE a number of multiple chances are offered to them to appear.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme outcomes encompass a broad spectrum of knowledge, skills, abilities and attitudes that students acquire during the pursuit of graduate and post-graduate courses. Shivaji College offers a number of programmes in Science, Humanities and Commerce, each of them with unique and well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the University website.

However, they also have some common outcomes that are summarised here.

1. Our College has created an ecosystem for learning beyond the classroom and through numerous other co-curricular and extracurricular activities.
1. Teachers inculcate among students a quest for knowledge that lasts for a lifetime while simultaneously training them in the art of self-learning. We impart the attitude to keep learning, remain updated and readily adopt new developments in technology and in their subject matter.
1. Students are taught to identify, formulate, and analyse real life problems, design and develop solutions and reach valid conclusions using basic principles of their subjects.
1. Training in critical thinking enables them to understand and analyse contemporary societal, environmental and cultural problems. Students learn to ask questions and test possible answers. Students are guided to responsibly interact with the planet, to maintain natural resources, work towards sustainable living and avoid jeopardising the ability for future generations to meet their needs.
1. Enhancing their communication skills allows them to exchange ideas, thoughts, knowledge and information effectively in the language of their choice.
1. Working in departmental and societal activities fosters in students team spirit and brings their leadership qualities to the fore. Students learn to embrace plurality, respect others' views, mediate disagreements, and arrive at conclusions while maintaining professional and life ethics.

1. Our College instils among students allegiance to constitutional values to mould them into an empathetic, informed citizen.

1. We empower students to become future teachers, entrepreneurs, scientists, soldiers and administrators with motivation. They acquire the ability and sensitivity to lead India to strengthen its place in the community of nations.

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

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

Attainment of programme outcomes and course outcomes are evaluated by the institution.

Describe the method of measuring the level of attainment of POs , PSOs and COs in not more than 500

Our College offers courses in Commerce, Sciences and Humanities. Over the duration of their programmes, students acquire knowledge, skills and abilities that enable them to build a future for themselves while also contributing positively to society and the country at large.

Following are direct and indirect measures for evaluating attainment of PO/CO.

Internal Assessment and end-semester examination as direct assessment measures

1. As per University guidelines, 25% marks in each course are awarded through internal assessment and 75% marks externally through end-semester examination. The University further stipulates that internal assessment may be based on assignments or presentation.
1. Individual as well as group assignments are given to students for direct measurement of programme and course outcomes. Students are encouraged to give presentations on specific topics. Many curricula involve the conduct of practical experiments in laboratories.
1. Viva-voce is a part of the process of evaluation in these courses.
1. Results declared by the University at the end of each semester are thoroughly analysed in academic audits of departments. Results are also published in the annual report of the college.
1. Department faculty meets students whose performance is below par and assesses reasons for poor performance. Appropriate remedial measures are suggested. Star performers are felicitated on the Annual Day in different categories such as student of the year, toppers and students who have received scholarships.

Placements and student progression as indirect measures

Placements:

Upon completion of their courses, majority of the students opt for higher studies and some pursue their professional goals, particularly through placement.

The Placement Cell regularly conducts placement mela and internship drives to help students secure jobs in various reputed companies. Many reputed companies are invited in the campus who offers jobs to deserving students. It also conducts workshops wherein students are given tips on personality development, preparing CVs and facing interviews.

Alumni and student progression:

Our College has consistently produced alumni who have distinguished themselves in various fields, such as art, academics, law and administration. Many are presently placed in reputed positions. Distinguished alumni are invited on regular functions for inspiring students. Such reputed alumni can be taken as an indicator of course/programme outcomes and the level of teaching learning in the institution.

Students are encouraged to pursue higher studies and a number of them do so, both in India and abroad. While some choose to remain in discipline-centred courses, others choose specialized or professional courses.

As an institute of higher education, we measure the success of POs/COs not only on the basis of marks obtained and jobs secured by our students, but also in terms of the confidence and discipline we instil in them.

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

2.6.3 - Pass percentage of Students during the year

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

6325

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://mcbu.mponline.gov.in/#

2.7 - Student Satisfaction Survey

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

<https://forms.gle/shZ17en2GTX8cDN49>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

000

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

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

3.1.2.1 - Number of teachers recognized as research guides

02

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

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

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

00

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

3.2 - Innovation Ecosystem

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

our Institution has organised national webinar as well as seminar and FDP programs. We also organized online quiz for awareness of covid 19 among the students and academicians. During pandemic covid 19, our institution organized online classes by various facilities. There are near about 20% faculties of this college has delivered expert lectures in national and international platform.

One of the most talked about innovations of this institution is the participation of students in various activities. Meaningful Cinema... video message, short films and documentaries are regularly prepared by the teaching staff.

In terms of creation and transfer of knowledge the professors of this college contribute as Resource persons and deliver lecture at

many national and international platforms. They also deliver lectures in UGC sponsored Orientation and Refresher courses of Academic staff college now known as Human Resource Development Centres.

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

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

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

00

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

3.3 - Research Publications and Awards

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

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

00

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

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

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

114

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

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

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

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

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

NSS and other college volunteers generally work in villages, slums and voluntary agencies to complete 120 hours of regular activities during an academic year. As per the fundamental principles of National Service Scheme, a volunteer is expected to remain in constant touch with the community. Hence, it is of vital importance that a particular village/slum is selected for implementation of NSS programmes. As the NSS volunteer is to live with the members of the community during the 7 days Special Camping Programme and learn from their experience during his/her tenure in NSS, the village/slum should be carefully selected for adoption by NSS unit.

1. Adoption of Villages

1.1 Adoption of a village and area is a very meaningful programme in NSS. It is far better to concentrate attention on one village and take up the task for development perspective, than to fritter away energy in many locations involving too many activities which may not be completed at all or where the follow up action may not be possible. From this point of view, village adoption programme should ensure continuity of work vis-a-vis sustained action, evaluation and follow up work.

Contacting Village/Area Leaders

1.2 As a first step in this programme, it is necessary to establish contact with more than one village which would help to select a village where 'Leadership' is well established. In other words, selecting a village with proper leadership is very important as the sustained follow up action and evaluation is ensured in such places. To start with, the NSS unit can take the help of the Block Authorities, District Panchayat Officer, District Tribal Welfare Officer, District Medical Officer, Extension Officer of Agriculture, Irrigation and Education Departments for the selection of the village. It is to be noted that the selected villages should be within a short distance from the college so that constant contact can easily be made.

Survey of the Village/Area

1.3 Before drawing up the plan of action, it is absolutely necessary to conduct a comprehensive survey of few villages situated at a short distance from the college. The assistance from the teachers and students of agriculture, economics, commerce, geography, statistics, home science, social work, medicine, psychology and education etc. have to be sought for the purpose. Conducting socio-economic survey can be an interesting field activity which has direct bearing on the curriculum of economics, commerce, statistics, psychology, health education etc. The report of such a survey will provide up-to-date information about the problems and potentials of the village and help in programme planning for village development. The applied field work will help the students to increase their analytical ability and deepen their thinking. Further, this will help them to identify the problems which have been left unnoticed. The survey work can also be accomplished with the help of PRA exercises (Participatory Rural Appraisal)

Identification of Problem(s)

1.4 It is on the basis of this need assessment that

projects/programmes are to be formulated. The programme officers should use their discretion and should identify the projects which can be completed by seeking assistance from the communities/other agencies.

1.5 The aim of adoption of village or area is to give new ideas of development to the villagers which would improve their living conditions. Once the trust of the communities is won, they start cooperating with the NSS volunteers and approach them for solution of their problems. One of the important services that can be rendered by NSS volunteers is disseminating information about the latest developments in agriculture, watershed management, wastelands development, non-conventional energy, low cost housing, sanitation, nutrition and personal hygiene, schemes for skill development, income generation, government schemes such as Swachh Bharat, Ayushman Bharat, Accessible India, Digital India, Beti Bachao and Beti Padhao, Environment and Energy Conservation and Education, legal aid, consumer protection and allied field.

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

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

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

12

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

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

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

10

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

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

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

460

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

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

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

0

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

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

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- **Classrooms-** In our college there are 14 Departments with 37 classrooms for students, with an adequate ventilation, lighting, fans, and Internet services are provided by each and every department. In some classes teaching is imparted to the students' using projectors and other IT based teaching facilities.
- **Spaces for the development of rehearsals and practices -** Our college also provides facilities for the students such as library with collection of good books, thesis, newspapers, magazines which students can issue from the library. For

practicing experiments in our college, there are Laboratories equipped with the instruments, chemicals and machines. Which includes physics lab, chemistry lab, Botany lab, Zoology lab, Geography lab, and Computer lab.

- Spaces for the development of talents-In our college one big playground, basketball ground and indoor badminton court are there in which students play various indoor and outdoor games. And for cultural activities one big auditorium with proper facilities are there in which students participate in various cultural activities and competitions which help them enhance their skills and overall growth and development.

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

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

In our college there are tremendous opportunities for all students to participate in various sports as well as cultural activities.

Sports-

A student needs to engage in sports as it offers holistic development and positive personality traits. In our college we help students to discover their interests, inclination, and strengths. Thus, our college offers good sports infrastructure and encourages students to engage in sports. The sports officer in our college also plays a significant role in helping students identifying their favorite sports and then mastering them. Through sports, our college inculcates qualities such as leadership, dispute management, team-building, healthy competition, and discipline in the students. A big Playground of about..... square feet, basketball ground, indoor badminton court are available for the students. Outdoor games like athletics, cricket, kabaddi, volley ball, basketball, football, hockey, lawn tennis and Kho-Kho are available for all students. Indoor games such as Chess, badminton, Table tennis, Carrom and Gym facility are also provided to our students. Every year students participate in various institutional, district, divisional, state,

national and university level competitions and win various prizes and medals.

Cultural Activities-

Our college also provides a platform for each and every student to show his or her skills and talents In front of all. As cultural activities prepare a student for strengthen their personal skills of presentation, leadership and interpersonalcommunication. Our college encourages all extra -curricular activities that are both in line with the educational objectives of institution and meet the needs of students. The fields of Cultural Activities/Competitions are-

- 1. Folk Songs, Folk dance, Devotional Songs.**
- 2. Essay writing, Quiz, debating**
- 3. Drawing, Painting and Rangoli.**
- 4. Slogan writing. Recitation**
- 5. Dancing.**
- 6. Extempore.**

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

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

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

1,11,00,000

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

4.2 - Library as a Learning Resource

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

Manual library

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

5, 45, 282

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

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

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

250

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

4.3 - IT Infrastructure

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

In our college the presence of ICT in education allows for new ways of learning for students and teachers. E-learning or online learning is now becoming increasingly popular in all the departments. WIFI facilities are there in department which are been regularly updated.

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

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

2506833

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

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

The institution has an effective management system for maintaining and utilizing physical, academic and support facilities. The head of institution gives charge of one support facility to one professor. They are given freedom to provide full access of these resources to students.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

5916

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

14039

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

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

A. All of the above

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

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

250

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

200

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

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

5.2.2.1 - Number of outgoing student progression to higher education

1008

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

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

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

15

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

5.3 - Student Participation and Activities

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

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

00

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

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

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 society's 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.

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

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

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

05

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Institute has formed every year a Committee for Alumni. Via this committee few Alumni invited as a Recourse Person in various Workshop/Seminars/departmental events/cultural program/ Yuva Utsav Function/ Career fare/for placement to new students in their start-up or organisation (Business or Educational)/Annual Youth Programs/NSS Program/as a subject expert in invited Lecture under

Swami Vivekanand Career Guidance Cell etc.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our vision is to achieve excellence in our academic programs and inculcate in students, skills & values, which enable them to succeed professionally and personally. The prime objectives embedded in the founding of this institution were national integration, social justice, the democratic way of life, moral education and scientific approach to the problems of society. All these had built into it constant and energetic endeavor to renew knowledge through self questioning. We are trying to take higher education to the underprivileged, disadvantaged and economically weaker sections of society and to bring them in the mainstream of social life. We are moving in such a direction that education by linking it with the areas of job aspirations and to provide employability oriented teaching. Our mission is to prepare Confident, competent, reflective, visionary individuals and responsible citizens. We uphold our tradition of academic excellence. The college campus is a microcosm of the Indian nation, drawing students from every nook and corner of the state and from every group and stratum of society. Special care is taken to draw students from the underprivileged castes and ethnic groups by reserving seats for them... Since rural areas surround Damoh we have a mission to take the higher education to the doorsteps of underprivileged section living in the remote areas. We have objectives To take higher education to the underprivileged, disadvantaged and economically weaker sections of society and to bring them in the mainstream of social life To use

education as a cementing bond of nationalism on the platform of multilingual, multiethnic, multi religious and multicultural diversities. To redefine the meaning of education within the paradigm of moral values and develop selfconfidence and rational thinking among students. To expostulate the role of education by linking it with the areas of job aspirations. We believe in holistic education that goes beyond achieving academic excellence. Our philosophy is to realize the overall intellectual, creative, cultural and socio-political growth and development of both the students and the college community in its entirety. The College invites all students irrespective of gender, caste, religion and physical challenges to make us a rich and varied community. Our College applies strict performance norms through intra-departmental initiatives and interaction. The faculty members and the Principal closely follow the continuous development and performance of each student in class, tutorials and group discussions. Each student is encouraged to participate in the active corporate life of college, as it now accounts for overall evaluation as per new university regulations. The College facilitates this process by assigning to each student a tutor/faculty advisor who will be a philosopher, friend and guide. (ii) Brief introduction of the college (including the status (Govt. / Lead/ Constituent/ Affiliated/ Private), Parent University, UGC recognition, CPE status, etc), location & campus area (iii) History of the college with significant milestones The college is duly recognized under sections 2(f) and 12 (B) of the UGC Act 1956. The college has affiliation from 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. Though the college is situated in the heart of the city, most of the students come from adjoining villages. It has a sprawling campus of about 11 acres with a built in constructed area of about 7.5 acres.

1. Curriculum Development

This is a government college. We have followed all the orders, regulations and instructions from Department of Higher Education, government of M.P. In old and New education policy curriculum development is done by Department of Higher Education which is

applicable to all the government colleges in M.P. According to New Education Policy, 2020 many Professors of this college were engaged and deployed by Higher Education, Government of M.P. in curriculum development of different subjects. In New Education policy scenario the college have started, with the permission of M.P. Higher education Department, 5 certificate courses of which the curriculum development have been done by the college which are:

1. Certificate in Business skill (CBS)
2. Certificate in taxation with tally (tally)
3. Information & library science
4. Cyber security & cyber law
5. Certificate in digital marketing

1. Teaching and learning:

In last 5 years college conducted online virtual classes, remedial classes, tutorial, assignments, project work in different topics and field work and experimental project work (in Physics Department) and also evaluation in CCE, student teaching learning process on different aspect for using IT tools and in COVID-19 scenario, the new aspect teaching learning tools like ZOOM, Google Meet Smart Board and E-books. Also in COVID 19 Scenario different cultural activities like NCC NSS also engaged on Google-Meet etc. Yoga and other physical activities were also conducted in virtual mode which helped in mental, social, development. In COVID-19 scenario, college students on NCC, NSS and social workers worked in the field of COVID-19 camps, blood donation and other duties given in the government of M.P., Collector Damoh and College administration.

Examination and evaluation

Both Annual and Semester type of examination pattern followed in the institution. Both Objective and Subjective are the question patterns followed for examinations. The practical examinations are integrated with the examination system. Case study/ presentation are part of the examination system. Reforms are required in the present examination system that the questions should be more analytical. The college is a centre for many types of different examinations conducted by different bodies the whole year. During last two years

due to covid-19 exams are being conducted by open book exams according to government guidelines.

Research & Development

Various research initiatives are taken by the institute, the institute encourages teachers to undertake the original research. The thrust area is Bundelkhand. The institute facilitates 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 measures the growth in research and development through participation and contributions in International/ National Conferences, Seminars, Symposiums, Workshops, and initiation of academic exchange programs.

1. Library, ICT and physical infrastructure/instrumentation

Our college has a library consisting 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, and SmartClass.
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

1. Human resource management

College have three NSS units two for boys and one for girls. College and NSS/NCC unit adopted a villagetehsil district Damoh (M. P.). We are involving our students in various government activities like green campus, swachh Bharat Abhiyan, atm nirbhar Bharat and covid-19 vaccination and other health operations. We are supporting different social and cultural activities for "azadi ka amritmahotsav", this college is district nodal for this festival. We are trying to improve employability of the students from present 7 % to 15 %. Various training programs are being organized to develop different skills of the students by the swami vivekanand carrier guidance cell.

1. Industry interaction/collaboration

Our UG and PG students are sent to the various institutes and industries in their final year. Project and dissertation work is also completed by the PG students by the collaboration of various institutes and industries.

1. Admission of students

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.

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

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

We have developed the system of participative management through decentralization of power in various committees. The committee members are made in charge of different affairs and activities of institution. There are as many as 30 committees working with an objective of providing all facilities to the students. The committee coordinator is given autonomy in forming the policy and discharging the duties.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Planning and development

Every year principal of the college constitutes planning and development committee in our college and also govt. of M.P. higher education initiate various development programs through world bank PROJECT and RUSA. This facility is available in those colleges that are accredited by NAAC. All the process of planning and development are organized through e-governance. The training process for this is also organized through e-governance by M. P. Higher education.

? Administration

All the administration processes are conducted through e-governance. All administrative letters are being communicated online.

? Finance and accounts

Some financial transactions and accounts in the college are being managed offline and RUSA, world bank project, salary and other payments are managed by e-governance. PFMS portal is used to make online payments of RUSA and world bank while IFMS portal is being used to manage salary and other payments.

? student Admission and support

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.

? Examination

During last two years due to covid-19 exams are being conducted by open book exams according to government guidelines in this examination all the question papers are provided online for all the students. E-governance played an important role during covid-19 in online study and providing question papers online.

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

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

The institution strictly follows the rules laid down by higher education department and the affiliated university. In this regard our institute strictly adhere to academic calendar of higher education department and university.

The examination, paper setting and evaluation process are monitored and conducted by the institution. Hence the institution provides all academic facilities to the students as per the objective of higher education.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution provides all necessary support for all teaching and non-teaching staff. The head of institution regularly meets with staff to know their grievances and resolve them as soon as possible.

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

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

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

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

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

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

01

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

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

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

14

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

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

The institution provides all necessary support for all teaching and non-teaching staff. The head of institution regularly meets with staff to know their grievances and resolve them as soon as possible.

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

6.4 - Financial Management and Resource Mobilization

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

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.

The institution conducts internal and external financial audits regularly as per government rules.

? The audit is done compulsorily. The accounts of the Institutions

are subject to internal and external audit which are regularly done.

? University audit is done every year to verify the transaction relating to the University.

? The grant received from the state government and UGC are audited periodically.

? The audit process is also carried by Department of Higher Education.

? Stock verification of the materials in all the departments is conducted annually.

? The Accountant-General of India also audits the account of the Institution and give suggestion and instruction to maintain the account in proper way.

? The audit objection if any will be promptly attended by the institution.

? Mistakes and errors if any are set right immediately.

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

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

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

000

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

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

The Government is funding the Institution since it is a Government College. The Government has giving fund in the form of grants. Different grants are given by the government for different purposes.

Grants are received for salary, purchase of books, furniture, equipment, computer lab items, teaching aids etc.

The day to day expenditures are also met out of the funds given by the Government.

The Institution also receives grants from UGC 2f and 12b. Apart from this major source of institution receipts various fees such as cultural fee, magazine fees, laboratory and reading room fee, sports fee are collected from students at the time of admission.

The college has proper financial management, which ensures the use of available financial resources effectively and efficiently. It is Government Institution and hence the higher authority from Commssioner of Higher Education monitors the utilization of funds.

? The requirement and the budget proposals by the heads of the department are submitted to the Principal after discussing the concerned matters and needs of the departments resolutions are made regarding the budget allocations.

? The proposals include purchase of computers, equipment, furniture, books, conduction of departmental activities.

? Different committees have been constituted for taking appropriate decision regarding utilization of financial resources.

? In UGC committee there is a coordinator and other faculty members headed by Principal. The committee discuss and takes decision

regarding utilization of grants given by UGC.

? Closed tender system is adapted for the purchase of materials.

? The purchase committee verifies the bill, quotation and the comparative statements.

? Payments to the purchasers are made through account payee cheques.

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

6.5 - Internal Quality Assurance System

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

The IQAC has always been an active support to the institutional growth of the campus. It organizes meetings and events on a regular basis to spread awareness among the students. It also interacts with the teaching and the non-teaching staff of institution to discuss, organize and execute the objectives of the institution.

Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

The college has an active and supportive Internal Quality Assurance Cell under the leadership of the principal, supported by the coordinator along with a team of members from the faculty and office staff.

? Discussions and review meetings are held by the IQAC to know the progress and future course of action in every department.

? IQAC plans and supports the activities of the college that enhance quality. It also records these activities and prepares Annual Quality Assurance Reports (AQARs).

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

The college does have a management system and the decisions taken by the IQAC are sometimes implemented

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

No.

d. How do students and alumni contribute to the effective functioning of the IQAC?

The students and the alumni provide the necessary input, feedback, suggestions and recommendations for enhancing the qualities and facilities in the college.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

IQAC prepares the action plan of the college in consultation with the Heads of the departments and the conveners of various committees. It also monitors the implementation of these plans. The IQAC has its own email ID primarily used to communicate with the office, Principal and teaching staffs.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Institute_Notices.aspx?InstId=NTAx
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teachinglearning process, the system of continuous

evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities. All students are provided with the Student Diary that provides all details relevant for students. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Deans of faculties, HODs and proctors of various classes. The Chief Proctor and the Discipline Committee members make random visits to ensure smooth functioning of classes. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses, by Proctors, AAC and directly through IQAC. Students are also free to approach the Director of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with th

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Institute_Notices.aspx?InstId=NTAX
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=NTAx
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our College champions the cause of gender equity and sensitises the staff and students to gender-based challenges and concerns. Prescribed curricula in several (Humanities) Honours programme provide important platform to engage in discussions regarding gender disparities and factors producing and propagating gender inequities in our society. In addition to the curricular engagements, several co- and extracurricular programmes highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society.

Gender sensitisation through academic and extracurricular programmes

The Women Development Cell (WDC) of this College formulates the annual plan to implement gender-equity in principle and practice. The WDC organises seminars, panel discussions, plays, film screenings, community outreach activities, workshops, and theatrical productions on gender issues throughout the year.

Legal awareness programmes are organised to raise awareness about laws on sexual abuse, sexual harassment at workplace, civil and political rights, POSCO, etc. The college believes in not only heightening awareness among female students about their rights but also sensitising students towards gender issues.

Self-defence training programmes for female students are organised regularly.

Special trainers are appointed to train the women teachers and students in Martial art, Judo, Karate and Lathi movements.

Facilities and provisions for safety and well-being of women

There is a separate common room for female students with all necessary facilities.

CCTV cameras are installed at strategic locations for continuous surveillance of the premises and for heightening security in the college.

The college has Internal Complaints Committee against Sexual harassment with its composition as per the guidelines of MHRD, Government of India.

In addition, the college has a duly constituted Anti Ragging Committee, Discipline Committee, and Student Advisory Committee to ensure safety and to protect the interests of students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institute's waste management practices are divided into Solid Waste Management, Liquid Waste Management, E-Waste Management

- Solid Waste Management:** The waste generated in the campus includes wrappers, glass, metals, paper, plastics, etc. Old newspapers, used papers and journal files, workshop scrap etc. are given for recycling to external agencies. Glass, metals, plastic and other non-biodegradable wastes are given to external agencies where they are segregated and disposed/ recycled according to the nature of the waste.
- E-Waste Management:** Electronic goods are put to optimum use; the minor repairs are set right by the Laboratory assistants and teaching staff; and the major repairs are handled by the Technical Assistant and are reused.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	B. Any 3 of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

traditions as is evident from the fact that students belonging to different caste, religions, regions are studying without any discrimination. We don't have any intolerance towards culture, regional, linguist, communal, socio-economic and other diversities. With great favor the national festivals, birth anniversaries, and memorials of great Indian personalities like mahatma Gandhi, Dr. BhimraoAmbedkar, Lal Bahadur Shastri, Sardar ballabh Bhai Patel etc.

The Department of Geography organize a field survey and tour for know about the regional disparities, their geographical importance and also doing a socio-economic survey (based on prepared questionnaire) of Bheraghatgao of Jabalpur district M.P.

Under the scheme of swami Vivekanand Carrier MargdarshanYojna (SVCMY) students visited several local industries of Damoh city like iron and steel manufacturing, dal mil, plastic repiring industry etc.

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

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

- Republic day celebrated annually remember father of Indian constitution values, rights, duties, and responsibilities among students and staff towards nation.
- The Unity Day is celebrated annually, in the birth anniversary of late Sardar BhallabhBhaiPatel which helps Youth of country to be aware of and provides an opportunity to everyone to maintain the integral strength of the nation.
- In the assembly election of 2018/19 there are 100% duties of our college staff in different positions like MCMC, SST, SSF & Web casting viewing team
- National Yoga Day celebrated every year on 21 june.
- There are several Rights/ Duties Board are in the campus.
- In our college there are programme called YuvaSansad or Mini

Parliament is organized whose main aim to teach or educate the constitution.

- Traffic awareness programme also organize in our college , and there are short Film also made on traffic of Damoh city, by dr. Rashmi jeta sir professor of history, Govt PG College Damoh MP**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Institution celebrates National and International commemorative days , events, and festivals every year. the faculty, staff and students come together to celebrate the event, occasion and spread the

message of peace, love, unity and happiness.

- Republic Day –celebrated on 26thjanuary of every year. Because on this day the constitution of India is adopted. And it proves that India is a large democratic country.
- IndepenceDayis celebrated every year on 15th august, to mark freedom of india from british rules. On this day, encourage the students to remember our national leaders and their sacrifices. Flag hosting and parad is organized.
- Mahatma GandiJayanticelebrated on 2nd of October of every year, on the birth anniversary of Mahatma Gandhi. And inspired the student to follow the Gandhian ideology of truth and non -violence.
- International Yoga day is celebrated on 21th june of every year. The mesaage of yoga to prepare the mentally and healthy for human well-being.
- National Yuva divas is celebratedon 12th January of every year in this day the quotos of swami vivekanand
- National voters Day celebrated on 25th January, the students are awared to their duties and rights.
- RastriyaEktadivas is celebrated to mark the birth anniversary of Sardar BallabhbhaiPatel,on 31th October. Its main aim to provide the opportunity to re-affirm the strength of our country.
- International women dayis celebrated on 8thmarch , the main focus in the women safety and security.
- National science day is celebrated on 28thfeburary of every year, to mark the raman effect by indian physicist C.V. Raman . The celebration also includes public speeches, science exhibitions based on themes and concepts, quiz competitions, lectures, science model exhibitions and many more activities.
- Sadbhavna divas

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

7.2 - Best Practices

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

CLEAN CAMPUS GREEN CAMPUS AND TOBACCO FREE CAMPUS

The Green campus drive has been taken up with utmost sincerity. It merits mentioning here that the college campus is totally tobacco free. We promote these two activities with regular awareness drive. A professor of this college has won national award by Government of India for his three minute short film on Swachh Bharat. Plantation drive is mandatory part of this activity. Damoh is acity that runs short of water during summer season but the college campus located in the heart of it offers a soothing lush green look .Tobacco is strictly banned within the campus premises. The disciplinary committee monitors and act instantly if students defy. As you sow, so shall you reap, an old adage yet stood by the onslaught of time and today proves to be one of the most pertinent sayings which man has experienced with the inception of human civilization. The very talk of environmental issues and their constant threat to the mankind lies nowhere but in our own follies of the past. As civilization progressed there was a rapid growth in the material culture of people. The world registered an un imaginative growth in science and technology which unleashed a dawn of scientific revolution but at the same time man witnessed the most disastrous catastrophe the hazardous havoc played through the global climatic changes. It is time to rethink of the havoc confronted by us and then to revisit the beautiful earth as it belongs not merely tous but also to those who are yet to visit here. It is high time we spread awareness around us so that the generation of today may produce the generation of tomorrow better and worth living earth.

Values projected thus the Best Practices sss

To achieve this goal the college had begun a drive towards redefining the environmental issues. Our college stands in the centre of the city which over the years has witnessed a rapid growth of concrete structures. The unending encroachment drive, the concretized sprawling structures, the throw away culture of the neo capitalism and the ignorance of people towards green and clean have reduced the city to a dump of filth and garage. The staff of this college along with the students has succeeded to a large extent in spreading positive awareness among the community.

Social Impact

The dream that the college wove a few years ago of converting the

area into Green Zone and an environment friendly place has been realized to some extent so far. A number of trees spread all over the campus gives respite to the students in scorching sun of summer. The lush green four hundred meter track boasts of being the only available track in the town. Canned bottles are prohibited in the campus. An important social impact is the environmental awareness among the citizens. The college administration is drafting a plan to go further in this direction.

Institutional distinctiveness

At this backdrop, a stringent law has been executed to force students to abide by the laws. A complete awareness drive convinces them of the consequences. A strict vigil is to be kept on the students and punishment is awarded to habitual defiers. A complete ban on chewing tobacco and smoking has strictly been enforced.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

During the session 2020-21 the college began its session amidst covid 19 pandemic breakdown. The college had twin task of first reaching out to the students to provide all academic facilities and secondly to spread awareness towards regular use of mask, sanitisers and social distancing. Thus the college gave the highest priority to online education to its students. It is worth mentioning that the teachers of this institution engaged their online classes with utmost sincerity. They also attended FDP, FIP, Webinars and workshops frequently. The college management worked smoothly during this lockdown time as most of the necessary policies of the government were executed online in time.

The staff of this institution also rendered its services to spread awareness among the neighbouring areas. The college later itself functioned as vaccination centre and students were encouraged to get vaccinated. Some of the professors in their individual capacity realised their role of corporate responsibility and distributed mask

and sanitizers to the needy free of cost. The professors also collected money to buy Oxygen concentrator in order to help those in need of oxygen. The IQAC coordinator Dr. Rashmi Jeta produced, scripted and directed a number of short films and meaningful message based videos to encourage the people to follow the Covid guidelines.

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

7.3.2 - Plan of action for the next academic year

FUTURE PLAN

Teaching

Facilitate career development in numerous areas of fundamental science and technology.

Develop campus-based learning through high-quality interactive teaching resources.

Increase the success ratio of degree holders thereby minimizing the percentage of dropouts.

Emerge as knowledge hub at national level by offering learning resources and programmes.

Ensure the participation of students, teachers and young scientists and non-teaching staff in sharing the task of social responsibility.

Encourage more interdisciplinary, interfaculty teaching programmes.

Students

- # A separate Recreation room with a wi fi based computer Lab
- # To reduce the percentage of the Dropouts, possibly to zero percentage by offering suitable placement services.
- # On- Campus placement services for students by tying up with the corporates.
- # Nurturing students to take up the role of academic peers.
- # Mandatory student's participation in National seminars and workshops.
- # Setting up of On- Campus Health Centers or Referral Rooms.
- # Yoga and sports being the mandatory part of the Curriculum.
- # Setting up of Vocational Training Center in the Campus.
- # Construct a separate hostel for boys commuting from the rural hinterland.

Research

- # Promoting inter-disciplinary/multi-disciplinary research as well as industry oriented research by developing research skills among students and faculty on a broad spectrum upcoming area.
- # Promoting applied research strongly linked to practical use for addressing the societal needs.
- # Setting up nationally and internationally acclaimed research centers.
- # Making faculty research output (publications, reports, theses, books,etc.) accessible through the website.

Our future endeavor looks upon the proposed scheme of “Research Park” with a mandate to create linkages between the university, industry and the community and thereby fueling innovation, entrepreneurship and interdisciplinary research among the on campus Departments, off-campus affiliated Colleges and R & D Organizations.

Improved performance of the university benchmarked by h index, citations, impact factor and publishability of the research papers.

More inflow of research grants.

Library

Transforming the library catalogues and other search tools, reference services and information resources into ICT Based sources and making them user friendly and mobile-friendly.

Delivering the Library services in various multimedia forms such as visual, audio, location and action based.

Making available recent Magazines, Journals, Newspapers, Books and e-guidance for the students

Digitizing the personalized portfolios of Library staff and the stakeholders on the campus to enable easier access.

Infrastructure

Providing high quality, technology enabled, flexible and adaptable

classroom space

Wi-Fi Enabled Campus.

Web Enabled Soft Radio and Announcement System.

CCTV enabled campus surveillance system

Interactive Voice Response System for dissemination of important information.

Construction of more Girls' hostel for Earn and Learn Scheme

Establishing a research park for interdisciplinary research.

Plantation and landscaping (Green Campus initiatives)

Strengthening of solar energy generation and rain water harvesting

Providing enough space for Health Center

Providing necessary facilities for differently-abled persons.