



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT AUTONOMOUS POST GRADUATE COLLEGE CHHINDWARA, MADHYA PRADESH
• Name of the Head of the institution	Dr. Amitabh Pande
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	07162236477
• Alternate phone No.	07162243257
• Mobile No. (Principal)	9993462503
• Registered e-mail ID (Principal)	hepggchi@mp.gov.in
• Address	Dharm Tekri
• City/Town	CHHINDWARA
• State/UT	Madhya Pradesh
• Pin Code	480002
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	01/07/1994
• Type of Institution	Co-education
• Location	Urban

<ul style="list-style-type: none"> • Financial Status 	UGC 2f and 12(B)																		
<ul style="list-style-type: none"> • Name of the IQAC Co-ordinator/Director 	Dr. D. D. VISHWAKARMA																		
<ul style="list-style-type: none"> • Phone No. 	07162230733																		
<ul style="list-style-type: none"> • Mobile No: 	9424344028																		
<ul style="list-style-type: none"> • IQAC e-mail ID 	iqacchhindwara@gmail.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	http://www.mphighereducation.nic.in/Portal/Handlers/AOAR_ReportByID.ashx?ID=304																		
4. Was the Academic Calendar prepared for that year?	Yes																		
<ul style="list-style-type: none"> • if yes, whether it is uploaded in the Institutional website Web link: 	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=Mzc4MQ%3d%3d&InstId=NDA3																		
5. Accreditation Details																			
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 15%;">Cycle</th> <th style="width: 15%;">Grade</th> <th style="width: 15%;">CGPA</th> <th style="width: 15%;">Year of Accreditation</th> <th style="width: 15%;">Validity from</th> <th style="width: 15%;">Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>74.90</td> <td>2005</td> <td>28/02/2005</td> <td>27/02/2010</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.80</td> <td>2014</td> <td>24/09/2014</td> <td>23/09/2019</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B+	74.90	2005	28/02/2005	27/02/2010	Cycle 2	B	2.80	2014	24/09/2014	23/09/2019	
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B+	74.90	2005	28/02/2005	27/02/2010														
Cycle 2	B	2.80	2014	24/09/2014	23/09/2019														
6. Date of Establishment of IQAC	24/11/2006																		
7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?																			

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Higher Education (year 2019)	RUSA 2.0 Component - 9	RUSA	20/09/2019	20000000
Higher Education (year 2019)	HEQIP	World Bank	03/01/2020	30000
Higher Education (year 2019)	HEQIP	World Bank	03/09/2019	300000
Higher Education (year 2019)	HEQIP	World Bank	24/10/2019	66000
Higher Education (year 2019)	HEQIP	World Bank	26/07/2019	200000

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
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9.No. of IQAC meetings held during the year

01

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes
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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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10. Did IQAC receive funding from any funding agency to support its activities during the year?

No

<ul style="list-style-type: none"> If yes, mention the amount 	
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11. Significant contributions made by IQAC during the current year (maximum five bullets)

Online classes for all faculties are organized

Due to pandemic open book examination was conducted.

Cleanliness survey was conducted in the college by the Municipal Corporation.

MOU's with the other institutions such as- Centre for advanced research and developments Chhindwara, NIIT Foundation Chhindwara, Footwear design and development institute (FDDI) Chhindwara, Kirtis Kare Foundation Chhindwara.

Installation of solar energy panel

Language lab was established in Department of Hindi. To obtain and analyze feedback from teachers and students and implement them for progress in academic and extra-curricular disciplines.

12. Plan of action chalked out by IQAC at 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
<p>Organization of Seminar/Webinar/Workshop</p>	<p>RUSA sponsored Twenty workshop/webinar were organized in our institution.</p>
<p>Preparation of academic calendar</p>	<p>It helps to complete the programs of the organization within the stipulated time period.</p>
<p>Coping with aftermath of pandemic</p>	<p>Sanvednashilpi (sympathetic), Mujhse Bat Karo etc. WhatsApp groups were made. Not only awareness was communicated through this group, but those people who were battling this serious pandemic were consoled and inspired to fight the pandemic.</p>
<p>To open research centers in various disciplines (subjects)</p>	<p>A proposal has been sent to Chhindwara University to establish research centers in various subjects to promote research and obtain higher degrees in the college.</p>
<p>Preparation of IIQA and SSR for the upcoming NAAC assessment</p>	<p>IIQA and SSR for the upcoming NAAC assessment is submitted to the NAAC while the remaining process is in full swing</p>
<p>Keeping cleanliness in the premises and taking care of the health of staff members in view of the current pandemic</p>	<p>The campus is sanitized on a regular basis and all necessary safety measures are taken. All members of the staff has been fully vaccinated through awareness by IQAC</p>
<p>13. Was the AQAR placed before the statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> • Name of the statutory body 	

Name of the statutory body	Date of meeting(s)
Committee of HOD	12/02/2022
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
04/02/2022	04/02/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1

18

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 7970

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 2518

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 7970

Number of students who appeared for the examinations conducted
by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 41

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 78

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	18
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	7970
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	2518
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	7970
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	41
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	78
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3	72
Number of sanctioned posts for the year:	

4. Institution

4.1	2465
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	29
Total number of Classrooms and Seminar halls	

4.3	210
Total number of computers on campus for academic purposes	

4.4	267.2574
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Government Autonomous College adopts the syllabus as prescribed from the Higher Education Department, MP. The Autonomy gives the authority to UPGRADE partial syllabus under the supervision of committee of experts.

Considering the academic trends, industrial opportunities and requirements the curricula is constructed with sincere efforts.

Various programmes offered are revised and redesigned with utmost priority to sensitize, develop and highlight the local and regional resources available. .

Inculcating the core human values and righteousness among the students is the basic idea in adapting such syllabi in the curricula. Department of History teaches a full paper on the History of Marathas which had relevance with the region since long. Various relevant internship projects, educational tours are conceived with an endeavour to introduce the in-depth knowledge of the varied rich historical and cultural background of the district. Department of Botany has included a unit of taxonomy which has practical syllabus of 'study of plants available at local level 'in BSC II year.

Department of Sociology has deep concern for the societal issues comprising socio-cultural and economical conditions of the resident tribes of the region. Value added courses are conducted which help to improve the employability, entrepreneurship and communication skills of the students.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MzI4MA==&InstId=NDA3%20

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

00

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

130

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

This Institute of higher education is determined for the inclusion

of socio-cultural issues in the teaching learning and curriculum. The College has always tried to highlight the issues of differences in the mainstream and marginalized societies as well.

The issues of gender inequality, differences in the division of workforce, environmental degradation, and climate change are some of the examples on which the students are motivated to work upon and analyze the issues in their research for further studies.

Disaster management courses in the under graduate level for eg; flood, earthquake, cyclones, women empowerment, environmental damages, land ,water air prevention and abatement are included in the syllabus. Issues of Dowry, Divorce, Domestic violence, Problems of Senior citizens and Youth. Issues related to Casteism, Communalism and Cyber -Crime are also included in the College Curricula. These cross-cutting issues are a part of UG and PG courses of Sociology.

Environmental Chemistry is present in the form of an exclusive paper to develop scientific aptitude for PG students.

To nurture cultural ethics, equality, and healthy competition among students various activities are conducted year along.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above	
715	
File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded
1.3.4 - Number of students undertaking field work/projects/ internships / student projects	
273	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded
1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	C. Any 2 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MzYzOA==&InstId=NDA3
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	View File
1.4.2 - The feedback system of the Institution comprises the following	C. Feedback collected and analysed

File Description	Documents
Provide URL for stakeholders' feedback report	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MzYzOA%3d%3d&InstId=NDA3
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

4052

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

2033

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 students' learning levels and organises special programmes for both slow and advanced learners.

The College caters students from diverse educational, socio-cultural and linguistic backgrounds. College has many programmes and schemes for student's welfare, especially for slow learners and advance learners. Slow learners are identified by continuous assessment in class and assignment work. This includes periodical assessment of performance in the classroom, laboratories and assignments provided to them. The College adopts various strategies to cater the needs of slow learners. Coaching for

SC/ST/OBC & minorities, Entry in services coaching etc.

The College makes special efforts to help weaker students through online remedial coaching. The students with differential needs and special challenges are supported with study material, stationary, counselling as well as personal online tutoring.

The interactive and informal classroom atmosphere encourages advanced learners to ask questions and express their opinions. The assignments are the indicators of their skills, aptitudes and interest. Moreover the college has provided in each department accessibility to inflibnet. The College provides an environment and learning spaces wherein advanced learners take initiatives in various academic and co-curricular activities. The College is sensitive and compassionate about the needs of differently able students, the College is aware about government policies regarding such students.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	7970	78

File Description	Documents
Upload 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:

Students are the focus of all curricular, co-curricular and extracurricular activities. The College is dedicated in creating a student friendly environment so that students can feel free to learn. Various methods have been adopted from time to time to improve teaching learning experience which is described as follows;

First of all it is very important to develop the conceptual knowledge of the subject. This is done through classroom lecture method and ICT enabled teaching to develop the interest of students and for better understanding of concepts.

After gaining subjective knowledge students are involved in participative learning so as to eradicate hesitations and build self confidence among the students.

Final stage is to correlate the theoretical knowledge gained with real time observations; this is done through experiential learning.

Most of the faculty use audio-visual techniques to enhance the quality of their lectures. Individual presentation and group discussions are common features in this institute. Role-play; quiz and semi-surprise class test are unique features in class room teaching. Frequent Educational visits to create a fine balance between theory and practice is an essential part of the curriculum. All these efforts create a holistic and multifaceted development of the students.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Generally teaching in college is done through traditional classroom education. However e-learning atmosphere also provides by our college for effective teaching and learning.

1. In addition to traditional classroom teaching using chalk and board teaching, the faculty member uses PPT, Video clippings, online sources, to expose the students for advanced knowledge and practical learning.
2. Most of the Post graduate classrooms are furnished with LCD/Computers
3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of

seminars, group discussions, assignments, quiz/tests/viva and laboratory work.

During the COVID-19 pandemic, a new mode of study- teaching is introduced and developed. Almost all the teachers have experienced online teaching through mobile phones and laptops/desktop. Online learning platforms like Google-meet have been used to teach students by using E-resources such as Infilbnet N-list programme.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	NIL
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

78

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The College follows the Academic Calendar as scheduled by the DHE, MP, however the College has an individual independent Academic and Evaluation calendar. The Academic Calendar includes the dates of commencement and completion of the syllabus, schedules of internal exams etc.It specifies the dates of term end examinations. Tentative schedule of practical exams and viva-voce and theory examination are also mentioned in the Academic calendar.

The Academic calendar committee /timetable committee designs the schedule for the College and place it before the Principal for the

approval. It is discussed in Staff Council meetings and Departmental meetings. The students are informed regarding examinations and extra-curricular activities through College website, print notice boards and circulars

The entire program me taught in various disciplines operate, under one master schedule.

The HODs assigns subjects, laboratory sessions based on faculty's subject expertise and experience. Final departmental timetable comes into shape which is displayed and circulated among the faculties and the students.

At the end of each semester the faculty submits the teaching record which holds the records of actual sessions conducted against the plan. This daily diary is checked by higher authorities during their periodical visits in the Institution.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

78

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

47

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

12

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

37

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

1

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Government Autonomous PG College Chhindwara has its confidential, efficient and reliable examination system. The College has kept it open for reformation and modulation from time to time. Information Technology is utilised for all activities associated with online examination form, fees payment, generation of admit card, and online declaration of the results. All the facilities are available for students in college premises; students can also use the IT services from any MP Online centre. The college declares the examination schedule well in advance .The schedule is put up on rolling notice board of college the website; the print notices are displayed on the notice board. Due care is taken to adhere to the examination schedule.

The College has its own software in Autonomous cell through which the confidential works of examination are performed. The College promotes the students indulged in sports and cultural activities and flexibility in examination is provided on demand.

The preparation of results is outsourced to ensure transparency and objectivity in the process.

Adequate financial budget allocation has been made to the examination office to streamline the examination process. Any discrepancies in evaluation are attended by Autonomous cell.

Students are given the facility of revaluation and verification.

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

2.6 - Student Performance and Learning Outcomes

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

The College offers 18 programmes in various subjects related to Science, Commerce and Humanities field. The College also offers Functional Hindi course and course related to Moral value and Entrepreneurship. These courses develop Critical thinking, Scientific temper, Research knowledge, Social interaction, Effective communication, Ethics and Moral values, and Environmental Awareness. Students are able to compete various competitive examinations namely, NET, SLET, CAT etc.

The syllabus of UG and PG course and its related learning outcome is discussed in the Board of Studies meeting every year. The Board of Studies is made up of internal faculty and external members from other college of Madhya Pradesh. The learning outcome discussed by the Chairman of the Board of Studies in which the suggestions and proposals made by the group members are considered and attention is also given to the introduction and improvement of the new programme.

While defining the learning outcomes faculty member of each department pay attention on the local, National and Academic need of the student. The question papers are designed keeping in mind the learning outcomes of the students.

All the learning outcomes related to various subject are displayed on the website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MzI4MA%3d%3d&InstId=NDA3

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Knowledge and skills acquired by the students and their capacity for critical thinking are evaluated through CCE, END SEMESTER

EXAMINATION AND PERSONAL INTERACTIONS.

The assessment tools and procedures for measuring the attainment of each of the POs and PSOs are mentioned as under;

Direct method include

The knowledge and skills described by the course outcome are mapped to specific problems in main and internal examinations and assignments.

Finally, programme outcomes are assessed and this concludes the attainment of programme outcome level.

To evaluate whether corresponding course outcome is attained, mapping is carried out through with the respective COs and for assessing the attainment level of specific Cos of the subject.

Indirect methods include

Feedbacks

Parents-teacher interactions

Counselling

The College timely organizes students parents meet. The feedbackalso helps in assessing the performance of faculty department.

The College counselling cell helps students to achieve program outcome by solving problems related to academic and psychological issues. Parent teacher interaction functions effectively and also helps the students toturn their problems into academic achievement

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by

Institution	
2488	
File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NIL
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	
http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NDM0NA%3d%3d&InstId=NDA3	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Promotion of Research and Facilities	
3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented	
<p>By creating a vibrant research environment that encourages the pursuit of truth, innovation and entrepreneurship, amongst its stakeholders, the GPGC research policy strives to advance human knowledge and promote research and development activities. The main objectives of research policies are as under-----</p> <p>To foster a research culture to develop passion with openness, flexibility and freedom for research.</p> <p>To provide facilities supporting high quality research through creativity, innovation and entrepreneurship.</p> <p>To conduct responsible and ethical research.</p> <p>To nurture on environment for undertaking socially useful and productive research.</p> <p>To initiate the research aptitude among students we facilitate</p>	

them with journals of high repute and study materials..

The faculty members are motivated and encouraged to undertake Minor Research Projects.

We had subscribed the facilities of INFLIBLIT, N-LIST and provide the e-book and e-journal facilities in the campus.

Teachers are encouraged to participate in Seminars/Conferences /Workshops at National and Inter-national level. Study leave is provided to the faculty members who have completed five years of regular services to complete their research work of PH.D. Any academicians can organize the national and international seminars /workshops in the college to upgrade the knowledge and research work.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NDMzMQ%3d%3d&InstId=NDA3
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

NIL

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

NIL

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

NIL

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

NIL

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The UGC Cell and various community orientation wings of the College act as hub-and-spoke model for innovation, creation and transfer of knowledge. The Cell aims to coordinate, synergize and leverage various strands of excellence driving innovations and entrepreneurship consisting of research, Community Orientation etc facilitating social impact that supports the students absorb,

imbibe and utilize the knowledge they gain while in college.

The College has calibrated through many student development activities and support system for generating new ideas and disseminations of latest knowledge.

Number of value added courses on community welfare such as Environmental Awareness, Human and Yoga Management are the part of our rich curriculum. The highly qualified and skilled faculty are trained through ICT enabled, innovative teaching learning methods.

Two of the faculty members are registered guide from RDVV Jabalpur. Many other have applied to register themselves as research guide under CHHINDWARA UNIVERSITY, CHHINDWARA.

During pandemic the college has taken initiatives to treat the physical and psychological disorders amongst the community through financial assistance and proper medications support.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

03

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course

E. None of the above

work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

00

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

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

17

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

NIL

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

NIL

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

NIL

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The College maintains a social -cohesiveness through extended activities in the neighborhood communities to sensitize students on social issues. The College constantly promotes participation of students and faculty members in socio-friendly extension activities through various cells and activity Centres. The College aims to develop students EMOTIONAL QUOTIENT through their interaction with various challenges and hurdles faced by the people in nearby community and encourage stakeholders to develop their positive attitude towards life.

The activities which are carried out in NSS and NCC units are

cleanliness drive, blood donation camps, protection of girl child, prohibition of violence, self discipline and environmental awareness campaign are few of the extension activities carried out in the sub -urban areas of the college.

Sensitizing the community on various social issues is the main thrust area of some of the lectures by few of the academicians in the institute. Regular visits to NEHRU YUVA KENDRA and creating awareness among the society is done.

Tree plantation by the students in the campus to make the environment clean and green. The faculty members have voluntarily contributed by donating plants and tree guards to secure the campus plantation.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

04

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

27

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

300

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

06

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	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 equipments, etc.

The College since its inception has an academic ambience having an adequate, need base physical infrastructure. The College has the

possession of about 40 acres of land comprising a well built infrastructure with adequate facilities.

Well ventilated and spacious classrooms, Auditorium hall, Seminar / Conference halls with ICT enabled facilities and modern technology for better functioning during the seminars and conferences year along. Computer laboratory with advanced computers and high speed broad band connectivity. Well furnished Principal chamber, Administrative block with high speed internet connectivity, Placement cell, separate hi-tech IQAC room, staff room. Partially automated central library with the facility of reading room with adequate seating capacity of students.

The College has provision of girl's common room for recreational activities. Washrooms exist separately for male and female staff at each floor. Latest initiatives of solar power unit, rain harvesting system and other green initiatives. The Institution encourages innovative approaches latest technologies like solar panels to generate electricity, water harvesting etc.

Keeping in mind the mobility needs of the differently able, ramps are built to facilitate the movement. The campus is CCTV enabled to cater to the safety requirements of a well endowed and equipped campus receiving a huge footfall.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=NDA3

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

The College is endowed with modern gymnasium, well equipped sports complex which comprises of ground, basket ball court etc, this area is not only used for specific activities but many indoor and outdoor activities, such as table tennis, badminton, cricket, volleyball carom, chess hockey etc. Physical education being a part of curriculum, practice is carried out in college campus itself. Students also participate in intercollegiate interuniversity sports tournaments for which they work in campus. Occasional events like Yoga day, National Sports Day are celebrated annually. Health conscious students and faculty

use gym for fitness. The department also provides financial support to the enthusiastic students participating in different level of sports competitions.

We have an indoor multipurpose hall including lecture room with all modern facilities including LED lights and Turbo ventilators. We have weight training hall, Cardio hall for girls and women and steam bath unit in gymnasium. We have auditorium where the students practice and rehearse during the annual gatherings and youth festival competitions. The College provides financial assistance to the students participating in such events and certificates are given and flexibility is maintained in examinations and other academic purposes if demanded.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=NDA3

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

8

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.04529

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Libraries are always called the "Soul" of any of the institution. A college library is expected to support the objectives of the college. Thus the basic function of a college library is to assist its parent body to carry out its programme. This means that it must adequately serve the needs and requirements of the teachers and students towards reading, study and research. The library in the college is being successfully run by a committee in central and departmental library.

College library receives '12' leading newspapers of repute in Hindi and English language.

- Library is using partially automated 'SOUL Version 2.0' software. All the books are entered in the software, and bar-coding is completed.

- The library has taken the annual membership of N-LIST. The teachers and students are being benefited and access to thousands of renowned- books and journals through it.

S. No.

Library Collection

Total

1.

Total Area of Library

2640 Sq. Ft.

2.

Departmental Library

18230

3.

Books (All)

80347 (Total Books) 4041 (Reference Books) 18230 (Departmental Books)

4.

Journals

Nil

5.

Magazines

10

6.

Newspapers

12

7.

Dissertations/ Thesis

0

8.

CDs/VCDs/Video Cassettes

Nil

9.

E- Resources

N-List

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NDMzMA==&InstId=NDA3

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	C. Any 2 of the above
---	------------------------------

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

5900

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

70

--

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Government Autonomous Post graduate College has a clear IT policy to prohibit the unauthorised use and maintain the security of the computer devices as follows -----

The IT policy applies to all faculties, staff and students using the IT resources, which access, transmit or store various types of related information.

To ensure that the IT resource protects the e-identity of an individual.

To ensure that all the users of institute are responsible for adhering to the procedures governing the implementation of this policy document and any other matter incidental to those rules.

The users of the college shall make effective usage of the campus collaboration systems, internet, wireless resources, and official websites.

Any financial payment in the institute should be done through SWAN.

The users shall not send view or download fraudulent, harassing, obscene, and threatening or other messages or material that are a violation of applicable law or policy.

The regular updating of the anti-virus policy and security updates should be done for the protection of computing resources.

Any violation of the basic objectives and areas mentioned under the IT policy of the college shall be considered as a violation and as a misconduct and gross misconduct under college rules.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Rules_and_Regulations.aspx?InstId=NDA3

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
7970	210

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

263.21

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The College has policy of need based augmentation of infrastructure facilities for ensuring academic excellence. A planned policy is prepared for the maintenance of the amenities.

The college has put in place a robust systems and procedures along with manpower monitoring to ensure proper maintenance and utilization of infrastructure, library sports ground, laboratories, classrooms, seminar halls, auditoriums and service installations.

To keep the campus, laboratories and classrooms clean separate staff is been engaged. To upkeep the computers, LAN, Internet, Wi-Fi and other IT related facilities and design IT CELL is responsible. The college has appointed regular technicians for the maintenance of regular electric work and to meet power breakdown and to provide suitable power base, Gene sets have been installed which are technically managed by trained technicians. The house keeping staff is recruited on contact basis. Fire-fighting equipments, books and stationary facilities, photo copying and printing facilities, cafeteria is maintained in the campus. The maintenance of equipments of water supply sets, sewage treatments etc are undertaken as per standard maintenance schedule. Various sports facilities are regularly utilized for Intercollegiate, Intra College and State and University level competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=NDA3

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

5070

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

C. Any 2 of the above

File Description	Documents
Link to Institutional website	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=Mzc5Mg%3d%3d&InstId=NDA3
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1207

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

23

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

386

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

8

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The various councils in the college are a student body that represents the interests of the students in the college activity. It is responsible for organizing various student activities.

To help maintaining discipline and healthy ambience in the college campus.

To make efforts for the all round development of the students by including them in various Activities organized in the college.

To promote an obliging culture amongst the students and to develop their leadership abilities.

Students' elections were held last during 2018. All the activities are at a standstill since the breakdown of pandemic. The Principal is the custodian of this body and a Professor- in -charge used to supervise the affairs of this body. The most relevant aspect of the union is bridging the gap between students and the administration. The members ensure that student grievances are put up before the authorities and their just demands are fulfilled.

Students are also represented in the sports committee, in which one female representative has been included in two students. They encourage participation amongst students in various sports.

Student councils are formed in various departments in the P.G level.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The institution has registered strong and functional Alumni association which contributes significantly to the development of the institution. The name of at Alumni association is Sanidhya

The objectives of this association are as follows-

To promote their accountability towards college by establishing systems and processes that

Integrate the organization of Alumni and the objectives of the college.

To meet the objectives of efficient co-operation and their time integration.

To assist in mobilizing the resources for self and public co-operation for the development of

Infrastructural and academic facilities in the college.

To work for academic, social and cultural upliftment of the college.

To provide encouraging co-operation in the education of exceptionally talented students of poor and weaker section of the society with the help of Alumni of the college.

The alumni of the college are placed in education, professional field, Industries etc. These

An alumnus represents their high degree of belongingness with the college and place in the society. In these years institutional Alumni association had contributed actively in the administrative, environmental, and educational and management related work time to time.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=NDA3

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The Vision of Government Autonomous Post Graduate College is to provide Quality education to impart the multifaceted holistic development to the students. The College administration believes in collaborative management and collaborative decision making system. The key sentence ABHAYAM JYOTI ARAYAM (the light of knowledge spreads forever) is reflected and marked in all the policies and strategies of the institution.

The dictum of the vision is --

QUALITY BASED HIGHER EDUCATION PAVES WAYS TO HOLISTIC DEVELOPMENT

MISSION

The mission of our college is to serve the society at large, and students belonging to linguistic minority in particular with commitment, dedication and devotion.

Both the vision and mission of the institution are in tune with the objectives of Higher Education policies of the Nation. The institution is determined to provide higher education to all and practices the policies of inclusive education.

It tries to sensitize the students towards the marginalized sections of the society and constantly strives for community and social; development with the objective and inclusive growth it tries to reach out and help socially and economically backward and differently abled students by constituting various measures in its operations. The administration is committed to ensuring conformity and compliance to deserving standards.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Principal, who is the academic head of the institution functions in effective manner in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the academic and extracurricular activities to be conducted in the academic year. This ensures transparency in the policy execution. Various co-curricular activities are conducted through students committees having a lecture- in- charge.

The Principal takes regular meetings of the staff council and final decisions are taken with the participation of all the members concerned. Recommendations arrived at such deliberations and meetings are converted into concrete actions. The Head of the departments monitors the functioning of each department.

The senior staff members are appointed as the conveners of various committees and are given full autonomy in decision making. The staff is given the authority to complete the desired academic work in the best possible manner within the stipulated time. This effective leadership quality and active participation of the staff is distinguished feature of the college. The decentralization policies of the College can be marked in its organizational arrangements to suggest, guide and improve the management in the institution.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institutional strategic plans are as follows-----

Core values of our institution

Excellence in teaching and learning

Community engagements

Holistic development of the students

Objectives and perspective plans

While preparing the present perspective plan, the IQAC has considered following main NAAC to ensure top quality standards in higher education.

Contributing to National development

Developing requisites competencies amongst students of the college.

Inculcating a value system among students.

ICT based advanced teaching and learning.

Perspective plan

To maintain good academic performance.

To develop and execute effective teaching learning process.

To empower faculty about emerging trends in their profession for academic advancement.

To facilitate friendly, efficient and flawless administrative set up.

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

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

The Institution works as an Autonomous college of the Higher education department. The Commissioner being the supreme authority of higher education department.

The Principal is the executive and administrative head of the department. He is authorized to take decision regarding academic administrative and financial matters in accordance with the policy matters as per the rules and regulations of State Government and University grant Commission.

The administrative officer is the head of the lead cell of the college and assist the administrative functions

The librarian is the head of the central library.

Assisted by the support staff and attendants, the library works as a centre of information for the faculty and students.

The Sports officer and the support staff works for the holistic development of the students and health consciousness of the staff

members .

There are about 52-59 support committees for the smooth academic and administrative functions of the college.. The Head clerk is the head and custodian of the college office which includes three sections ---Establishments, Accounts and Scholarship.

The alumni association and the stakeholders are the important part of the organ gram and the views and suggestions so received are implemented generously for the betterment of the institute.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

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) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

In our institution staff welfare is given foremost importance in connection with this, existing welfare measures for teaching and non-teaching staff are itemized below-

Regular conduct of orientation programmers /faculty development/professional development programmers.

Sponsorship and on-duty facilities for attending Conferences /Seminars /Workshops/Refreshers/FDPs/Consultancies activities.

Study leave as the norms of HED for faculty pursuing Ph.D.

The College provides as per the rules of HED quota management scheme for the children of the teaching and non-teaching staff and fee concession for their ward.

Frequent training and skill development courses are organized for non-teaching staff to enhance their skills in work environment.

Career progressions are done as per policy of the higher education policy.

Salaries to the staff are promptly paid and on-time.

Loan and advances and interest free festival advance for non-teaching staff.

GIS/GPF facilities for teaching and non-teaching staff.

Medical leave facilities and maternity leave for eligible staff.

Child care leave according to the rules and regulations of HED.

Encashment of earned leave at the end of the service.

Supporting staff is given two uniforms per year.

In a nutshell, the institution strives hard to keep or staff happy and healthy.

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

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

0

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)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

23

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
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

As per department of higher education Government of M.P. our college has established a mechanism for conducting internal and external audits on the financial transactions. External audit is conducted once in every year by an external agency. The external audit is generally conducted by Audit section, Office of the Commissioner, Department of Higher Education, Government of M.P.

and by Accounts, Audit section of Office of Accountant General, Gwalior, M.P. Similarly external audit of all accounts is also conducted by the registered chartered accounted (CA) every year.

Being an Autonomous and government institution, the college has various fund viz Government funds, UGC funds, Autonomy funds, Self-financed course funds and Examination funds. In our college, the principal forms an internal audit committee consisting of faculty members. The committee member conducts audit of AF/PD cashbook, Autonomous cashbook/DFC, UGC cashbook, and government/university and Janbhagidari cashbook.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

393,13767

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Broadly the resources are required for various purposes like administration academic, infrastructure development, and maintenance and for miscellaneous purposes.

Funds of the college are managed frugally and transparently according to the Madhya Pradesh state purchase rules and service and product rules. These funds are used in the stipulated time.

The salary of the employees is been paid by the higher education department, MP government. Funds generated from the fees collections is bifurcated and utilized in the expenses in running laboratories, academic and sports activities and campus maintenance. Funds from self- financing courses are managed to meet the academic needs and salaries of the guest faculties and support staff involved in the process.

Financial supports are obtained from various funding agencies from UGC and RUSA. RUSA provides enormous funds to upgrade the academic and infrastructural status of the institute. Such funds are utilized according to the rules and regulations of higher education department.

All the major financial expenditures are incurred after approval of proposals by janbhagidhari committee or higher authorities as per the MP government purchase rules. Procurement of the material/expenditure is monitored by the purchase committee and the Principal. Financial audit is conducted by chartered accountant.

The autonomous fund is utilized for management of examination process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MzgwOQ%3d%3d&InstId=NDA3

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under:

All the faculty members are encouraged and supported to participate in Workshops, Seminars, webinar, conferences,

Orientation and refresher courses, concerning to their subject, teacher-learning process and research.

Eligible Teachers are also encouraged and motivated to act as research guides for the research scholars. Besides, teachers are motivated to make research level projects for internship projects in postgraduate classes.

All the teachers are encouraged to use audio-visual teaching aids, charts, models etc. for effective teaching-learning processes. For new literatures and books Inflibnet n-list facilities as an e-resources is provided to all the faculties. Under effective teaching- learning process teachers are encouraged to make e-lab manual to provide the students before handling the lab equipments. LCD's are installed in the PG department of the college.

Feedbacks taken from stakeholders are analyzed and suggestions received from them are used to improve the quality aspects in the teaching arrangement, examination, sports and in the library facilities.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC being the central body

s and reforms are introduced .The improvements based on feedback are as follows.

IQAC periodically reviews the teaching learning process and methodologies of operations and learning outcomes.

Academic calendar based on the HED calendar, the institute prepares its own schedule of programme well advance in the beginning of the year. With ample time frame for not only regular teaching learning process but also accommodate the various events like seminar /guest lecturers/workshops/FDPS etc.

Everyday teaching record is maintained by the faculty according to

the departmental timetable.

The regular evaluation of the teachers by the students. Feedback on teaching methodologies, course delivery, attitude, strengths and weakness, difficulties faced in the subject give a clear idea about the problems faced by the students.

Remedial and coaching classes for slow and advanced learners.

Institute maintains an effective internal examination and evaluation system.

The institute has the provision of analysis of students' performance after the announcement of their semester results. IQAC tries hard to maintain the overall quality development of the institution.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

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

The college is very keen regarding safety and security of girl students and women faculties. The following practices are being done in this regard:-

- The college has Discipline Committee for continuous vigilance and monitoring of the security within the college campus.
- The college has appointed a guard who always remains at the main entrance gate to ensure safety and security.
- The college has Anti-Sexual Harassment Committee to take necessary action on sensitive issues of girl students which helps to ensure their vibrant presence.
- The entire college campus is under CCTV surveillance and necessary actions are taken if any suspicious activity is observed.
- The College has girls hostel for the accommodation of rural students.
- The College has adopted mentor-mentee scheme to solve problems of the students.
- The College organizes lectures of eminent personalities to create legal awareness, health and hygiene among the students.

Counselling:-

College Women Cell organizes important activities regarding the counselling of the students.

Common room:-

The institution has provided two common rooms with all essential amenities for girls.

Day care centre:-

The college provides a Day care room for the children of women students, when they come for giving their examination.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: 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
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File Description	Documents
Geotagged Photographs	View File
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 a maximum of 200 words)

Our Institution has a green and clean campus and college management gives top priority to keep the campus clean and eco-friendly. The faculties, staff members and students are regularly advised to reduce wastes to keep the campus clean. Students are instructed to put wastes in separate dustbins kept at different places in the college campus. The solid waste is regularly collected by the garbage vehicle of the municipal corporation on daily basis and it is processed as per the nature of the waste. To minimize the problem of waste disposal separate dustbins are kept .Blue coloured dustbins are kept for collection of dry waste and green coloured dustbins are kept for wet waste. Further the flex boards with meaningful slogans are displayed to bring environmental awareness among the students as well as stakeholders.

The chemically pollutes waste water from both UG and PG laboratories are treated before disposal.

The biodegradable wastes generated in college is converted into organic manure by the Zoology department. The organic manure produced is used for the plants of botanical garden.

E waste generated in our institution is very less which is collected by the Nagar Nigam Garbage vehicle of Chhindwara for its

proper disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geotagged 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 undertaken by the institution											
<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>D. Any 1 of the above</p>										
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 30%;">File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td> <td style="text-align: center;">No File Uploaded</td> </tr> <tr> <td>Certification by the auditing agency</td> <td style="text-align: center;">No File Uploaded</td> </tr> <tr> <td>Certificates of the awards received</td> <td style="text-align: center;">No File Uploaded</td> </tr> <tr> <td>Any other relevant information</td> <td style="text-align: center;">View File</td> </tr> </tbody> </table>		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	View File
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Any other relevant information	View File										
<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</p>	<p>B. Any 3 of the above</p>										

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

Our institution is the lead college in the Chhindwara district, a tribal zone of Madhya Pradesh. Career Guidance Cell of our college works efficiently to provide job opportunities to the students. Moreover, our institution is located at the centre of the city in a beautiful green hilly area having very pleasant environment. The flex boards of environmental awareness, anti-ragging awareness, social harmony, national integrity and unity, Fundamental rights and duties are displayed in the college campus.

The college is playing an effective role of catalyst in the town to maintain the peace and National Integration. The college regularly organizes different activities for inculcating the values of tolerance and harmony towards cultural diversities. Our college has rural surroundings. Its activities have a very positive impact on the society's cultural and communal thoughts directly.

The students are inculcated with the tolerance and harmony by arranging various activities under celebration of Gandhiji's 150th birth anniversary and 75th anniversary of our independence, the program named Amrit Mahotsav.

This proves that our college takes initiative in providing an inclusive environment in the town by creating very positive image for all the communities and in turn they help the college in the developmental activities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

Our institution is a role model of best governance and democracy. Not only the students and employees but also every citizen of Chhindwara respects the institution for its contribution to social development. The Preamble of the constitution is displayed in the entrance of the college and it is clearly visible to all the entrants.

Our institution had arranged number of programmes covering freedom of expression through which the students can get courage to express them. Many of our Professors deliver lectures on the constitution obligations, national unity and social harmony in colleges, town and nearby institutions.

Every year 26 November is celebrated as 'Constitution Day' in our institution and various activities are organized on this day to reiterate the significance of the constitution of India. In this celebration All Faith Prayer is offered to God which signifies the communal harmony, patriotic songs are presented by the students and lectures on the importance of constitution of India are delivered by the intellectual Professors of the college. There is a practice of hoisting the National Flag daily in the college which signifies respect for our national pride 'The Tricolour'.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on

C. Any 2 of the above

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 Annual awareness programmes on the Code of Conduct are organized

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

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

Our country is well known for its cultural diversities. The college helps students to relate with the cultural heritage and connect with their roots, by inculcating the importance of protection, preservation and propagation of Indian culture. National and International commemorative days are celebrated with great enthusiasm.

Our institute pays tribute to all the national great personalities on their birth anniversaries. The event is followed either by lecture, rally, plantation or the competitions like singing, speech, elocution, drawing, painting, rangoli etc.

The college organizes activities on these days of national importance to recall the events or contribution of our leaders in building the nation and imbibe moral and ethical behavior of students in their professional and personal lives.

International Commemorative Days Celebrations:-

1. World AIDS Day 1 December
2. International Women's Day 8 march

3. International Yoga Day 21 June

4. World No Tobacco Day 31 May

National Commemorative Days celebrated

1. Independence Day 15 August

2. Republic Day 26 January

3. National Youth Day 12 January

4. National Hindi Day 14 September

5. Birth anniversary of Mahatma Gandhi 02 October

7. Basant Panchmi 16 February

8. Alcohol Prohibition Resolution Day 30 January

9. NSS Day 24 September

11. Constitution Day 26 November

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1 Cashfree Payment Policy with Financial Transparency

OBJECTIVES

To facilitate student Anytime, Anywhere and Anyone option for fee payment.

To provide financial security with transparency.

THE CONTEXT

This online fee collecting tool has been started in the year 2014 on the platform of SBI to provide beneficial services to the students. It provides cashless transparent transaction through internet facility.

features

- Easy and convenient
- Anytime, Anywhere and Anyone
- No need for filling challans
- No queue
- Immediate auto generated e- receipt with bifurcation details

2 Three layer Academic Administrative Committee for Examination

OBJECTIVE

To enhance productivity in young junior faculty members and channel their intellect to improvise for the benefit of our institution.

THE CONTEXT:-

Our college has developed an innovative academic administrative model having three layers of academicians in the examination committee. Working through this creative model, successful completion of entire examination within a particular time frame is ensured.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:-

Since this administrative model has been designed in such a way

that all members of the committee have equal responsibility as per their experiences, hence no problems arise. Also it is beneficial to develop and improve administrative skills. Further, No specified resource is required.

File Description	Documents
Best practices in the Institutional website	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/109627/7.2.1_1636457411_6354.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Government Autonomous P. G. College, Chhindwara is blessed with many peculiarities that distinguish the college from other institutions. Following is the main attraction of the college-

Educational Development of Students from Scheduled Tribes

Our college, located in a tribal area, gives utmost priority to educate the students belonging to different tribes.

- A 100 bedded girl's hostel is located in the college campus.
- Video surveillance systems fill in the gaps of our security program. Deploying CCTV cameras in at risk areas provides more complete campus security.
- The college campus is ragging free and zero tolerant to curb the menace of ragging. A very vigilant and active Anti ragging cell is in force at our college to protect the students especially who are coming from rural tribal areas.

- In our college, sexual harassment grievance redressal committee is functional resolves the grievances. A complaint box is provided for the students. This also ensures the faith of the tribal students on our college.
- The student counseling cell helps the students to overcome class, caste, social and cultural barriers to complete their higher education. The women's cell is actively encouraging and strengthening the educational development of tribal girls.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

(1) The IQAC was allotted a deadline for SSR submission up till 31 August 2021.

(2) Encourage and facilitate research culture among the faculty members

(3) Establishment of Central Research Laboratory,

(4) To establish research centers in various departments, it was proposed to apply in the

Chhindwara University promptly.

(5) The sports activities which were ceased due to pandemic since last two years were proposed

to be restarted with solid workplan.

(6) Adoption of New Education Policy,