SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SHAHEED BHEEMA NAYAK GOVERNMENT POST GRADUATE COLLEGE

KHANDWA BARODA STATE HIGHWAY BARWANI
451551
http://www.mphighereducation.nic.in/pgcollegebarwani

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Shaheed Bheema Nayak Government Post Graduate College Barwani (M.P.) is situated in the remote tribal hilly area of western Madhya Pradesh, called Nimad region. The 80% population of the district (Barwani) belongs to the tribal community. Though all these disparities, since its establishment in 1957, this institute is a hub of higher education and known as **Nalanda of Nimad.**

The College was constructed in the reign of the, then ruler Rana Devi Singhji of Barwani state. The, then CoL. R.J. Macnabb kept the foundation stone of this college on 17th November 1933. It was completed in 1935 and inaugurated by the British civil servant Mr. K.S. Fitze, this two-storey building costing of Rs. 90,000/- and was known as **Victoria High School**. This institution was upgraded as a **college** in the year **1957** for teaching **Arts** and **Commerce** subjects. At the demand and need of the area **Science stream** was started in the year of **1960**.

The University has recognized the college as a Research Centre in the subjects of Zoology, Commerce, History, Hindi, and Geography. Five departments are engaged in research guidance in which more than 35 students are registered for their Ph.D. degrees under the supervision of 12 research guides.

Institute is playing a key role in promoting and increasing the higher education literacy rate among girls/women, by implementing and providing the different government schemes and scholarships to the girls' students. Out of total college student strength-7557, 45% are girls.

The college conducts different outdoor and indoor games/sports activities viz Hockey, Football, Cricket, Basketball, Kabaddi, Kho-Kho, Volleyball, Table - Tennis, Carom, Chess etc. 400-meter athletics track is also available in the campus. Upgradation of Hockey ground, Gymnasium Hall and Stadium are under future plans.

Institute is still in process of metamorphosis and committed to **"Quest for Quality"** to fulfill the core values laid down by NAAC.

Vision

Our Vision:-

"Empowerment of Tribal community through Higher Education"

Mission

Our Mission:-

- To educate and authorize the learners to realize their potential through the righteous blending of knowledge, skills, and values for serving society.

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- Helps students, staff, and teachers to understand the importance of values and professional ethics to ensure lasting happiness and prosperity.
- To develop technical skills.
- To face challenges of society.
- To develop language skills and computer awareness to face modern need.
- To promote core values and workplace values.

To inculcate value education in students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The college fosters a spirit of belonging, camaraderie, and warmth, with a very convivial relationship among the students and the college staff.

Implementation of scholarships like Goan Ki Beti, Pratibha Kiran, Vikramaditya Yojana, Mukhya Mantri Medhavi Vidhyardhi Yojana, and Mukhya Mantri Jan Kalyan (Sambal) Yojana

The college has an Active Placement Cell named as Swami Vivekanand Career Guidance Cell.

Regular Research Committee meetings related to Minor Research Projects are held regularly.

Divyangjan students are admitted and special attention is given.

Active NSS, NCC cells**.**

IQAC motivated faculty members for the submission of proposals for research projects

Involvement of students in research projects & motivates them to present papers.

Feedback from outgoing UG & PG Students and suggestions from all faculty members regarding teaching.

Online Admission was introduced as per government norms to ensure transparency in the admission process.

The updated prospectus is available on the website.

R.O. drinking water facility is available.

Parking facility is also available.

SWAN connection/WIFI connection is available.

There are 45% of Girls students are enrolled. For Girls, a Sanitary Pad Vending Machine and a Sanitary Pad Burning Machine have been installed in Girls Common Room.

Training on Self Defense for Girls is regularly organized by our college.

More than 68% of students of ST and SC categories are enrolled in this institution.

A Model College for students of Barwani District has been sanctioned by RUSA on 03rd February 2019.

Institutional Weakness

1. The college is yet to obtain the **special status** of a University with Potential for excellence.

 2. The college is to yet to install the **Biometric Verification** system for students.

3. The college has **insufficient space** in terms of classrooms, laboratories, seminar rooms, and library reading rooms and suffers from a severe space crunch. For this reason, the college has already applied to the government for a second campus.

4. Lack of teaching and administrative staff.

5. Lack of professional/vocational courses.

6. Lack of indoor sports activities and sports activity hall.

Institutional Opportunity

We aim to provide quality education to tribal students.

The college organizes UGC Sponsored Seminars/Workshop regularly.

The institution provides an environment to the students for preparation in competitive examination by providing Remedial coaching, guidance and reading materials.

The college provides various programs under NSS, Youth festival, Personality Development and Sports etc. for the overall personality development of the Students. Well furnished lab available for computer knowledge.

Various MoUs have been signed for educational purpose with different government and non-government organizations.

E-learning Center has been established and for students for online reading. This center has more than 200 computer systems.

Well maintained college website updated from time to time.

Well Co-operative JANBHAGIDARI SAMITI.

Cycle stand for the safety of the vehicles of the students and the staff.

Canteen facility is available for students and staff.

Institutional Challenge

1. Constant **repair and maintenance of the infrastructural facilities and the building a**s a whole are one of the greatest challenges since the college is solely dependent on financial support from the government which is available only at specified intervals.

2. The **student- computer ratio is inadequate** and many more computers need to be provided to the students. This is not always possible due to inadequate funds and infrastructural facilities.

3. The **library needs to be expanded** and digitized for its smooth functioning and a student's **reading room needs to be expanded** as well as a Staff reading room is urgently required. The college is challenged by lack of infrastructure and adequate space for its expansion.

4. As the students of our institution are mostly from a rural background, the challenges of the institution are to boost them to reach and meet the Global Market in the present day scenario.

5. Due to lack of Professional/Vocational courses in this institution, there is a big challenge to invite the Placement Companies.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution has a curriculum designed by the Dept. of Higher Education, M.P. The institution takes every measure for the effective implementation of the curriculum. Co-curricular activities are also conducted. Workshops, debates, seminars, job oriented projects, and industrial visits help to develop the unrevealed potential and skills of students. Students do take part in the extracurricular activities in Youth Festival, Annual Function, NCC, NSS, and Sports etc. which aims at the development of the character and values which help and build them to be responsible citizens of the nation. Academic calendars, teaching modules are framed to ensure that lectures are of high quality and meet the time schedule. Teachers receive procedural and practical support from the college and university in implementing the curriculum. The IQAC facilitates the organization of various extension and co-curricular activities and fostering of communication and computer skills that ensure self-development, value orientation, and environmental awareness.

Teaching-learning and Evaluation

The two-fold process of teaching and learning, and the evaluation process which ensures its smooth functioning constitute the core activity of the college which is amply justified by the **excellent academic result (over 85% success rate)** of the college. The vibrant interaction between teachers and learners creates an academic

atmosphere conducive to an enhanced scholarly pursuit. Giving and taking, each vitalizes the other, the teacher as much a learner as the learner unknowingly teaches, both engaged in this dynamic process, the pursuit

of knowledge is the common goal. The knowledge imparted and learned, comprises of the **University syllabi** and **enrichment courses**. While this individually empowers the student, she also learns the importance of empowerment through teamwork like NCC, NSS and other co-curricular activities. This spirit is inculcated through a continuing preoccupation with cleanliness and beautification of the premises and by sensitizing staff and students on gender and inclusivity, by following, during admission, the government reservation policy regarding SC/ST, OBC, Women, an differently –abled (Divyangjan) and extending all forms of necessary support to them. The evaluation process works simultaneously through the Integrated Continuous Assessment System **(IQAS)** enabling teachers to counsel even advanced learners accordingly. The **IQAC** plays a pivotal role in continuously monitoring the teaching-learning process, facilitating constant engagement in academic activities by students and teachers, analyzing the inputs from the feedback system and using these for improvement, harmonizing field-based learning with classroom learning, research with teaching, curricular with co-curricular activities.

Research, Innovations and Extension

The college is a recognized Research Centre in the subjects of Zoology, Commerce, History, Hindi, and Geography. Institute promotes research activities for both faculty members as well as students. There are four departments are engaged in research in which more than 55 students are registered for their Ph.D. degrees under the supervision of 12 research guides.

The institution promotes research culture among faculty members. More than 34 faculty members are Ph.D. degree awarded and 5 guest faculties are also possessed Ph.D. degree, whereas 4 guest faculties are pursuing Ph.D. Four faculty members have completed their Minor Research Projects which were funded by UGC. Faculty are also actively engaged in publishing research papers in regional, national and international journals. College renders peerless services to the society through NSS and NCC. The NSS carries out various activities and recognized for their outstanding achievement. To strengthen the support services with regard to placement of students, the career cell is striving hard by guiding students through workshops and counseling.

Infrastructure and Learning Resources

The infrastructure of the college has been expanded to meet the requirement of curriculum and student-related activities. The college has a well-maintained campus spread over 13 acres of land area. In all thirty-five rooms are there in college which include three ICT enabled Smart classrooms. There are eleven well-equipped labs with LCD projectors. The library of our college had INFLIBINET facility and SOUL software to access the library activities. Library materials are open to all the users including staff and students. The network resource center of college for future basic computer training to students, there is a reading room attached to the library where the students and teachers can sit and read. The whole campus of college has WI-FI facility.

Student Support and Progression

Our college provides quality education that imparts knowledge skills and values created for becoming responsible citizens. Students are given necessary support, guidance, and counseling for their overall

development and progress. Scholarships are given to those students who belong to SC/ST/OBC and economically weaker section. Books are issued during the academic session from Book Bank Yojana. Slow learners are supported well to avoid dropouts through extra classes and remedial classes. Faculty members provide counseling to students for preparation of competitive exams like bank, civil services etc. Swami Vivekanand career cell is active in the Institute for skill development. The institute also has an alumni association. The transformation change experienced by the students from admission level to exit level stands as proof of the excellence in student support system offered by the college. As per UGC guidelines, the college has an active Internal Complaints Committee (ICC) and Grievance Redressal Cell for the protection of the students.

Governance, Leadership and Management

The efficient governance provided by the head of the institution and with the district administration upholds an eminent environment in the institute. The leadership leads to college with a clear vision and wisdom of the institution. This institution has a strong urge for excellence and will continue to pursue it. The statutory bodies like IQAC, Prevention against sexual harassment committee, Disciplinary committee, Sports committee, Cultural committee, RTI Nodal committee, Admission committee, Anti-ragging committee, Library committee, Internal Complaints Committee(ICC), Equal opportunity cell for ST/SC/Disadvantaged group, Finance committee, Administration committee, Examination committee, Purchase committee work directly under the supervision of the Head of the Institute and the coordination helps in creating a positive and wholesome environment which is the core value of the institution.

Institutional Values and Best Practices

The institution has made innovative and flawless efforts helpful in achieving academic excellence; moral and ethical values such as social justice, eco-consciousness, sense of equality are inculcated in the minds of students through community-oriented extension services carried out by the institution. To promote research activities, the college encourages faculty members to take part in research work, seminars and conferences. Institute has adapted to best practice such as Remedial Coaching and NSS. Remedial Coaching helps in improving the academic skills of socially backward classes. NSS unit helps in the empowerment of youth through imparting holistic education to make them a responsible citizen of the society. Activities like the initiation of **the Green Campus** Project for the renovation and beautification of college lawn to preserve greenery of the college. A unit of **Solar Panels of 15KWP** is to be installed in our college shortly. **ICT** based classrooms and E-learning center exist in the college.

The college has an active NSS and NCC unit as part of a social extension programme. A member of the teaching staff was awarded the certificate of merit and the title of 'Lieutenant' by the NCC OTS, Kamptee (Maharashtra) in 2016.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHAHEED BHEEMA NAYAK GOVERNMENT POST GRADUATE COLLEGE
Address	KHANDWA BARODA STATE HIGHWAY BARWANI
City	BARWANI
State	Madhya Pradesh
Pin	451551
Website	http://www.mphighereducation.nic.in/pgcollegebarwani

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Professor	DINESH VERMA	07290-222924	9516962426	07290-201192	barwaninaac2019@gmail.com
Principal	C L KHICHI	07290-222035	9425981445	07290-222376	dverma1960@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	01-07-1957

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Madhya Pradesh	Devi Ahilya Vishwavidyalaya	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-07-1971	View Document
12B of UGC	01-07-1971	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	KHANDWA BARODA STATE HIGHWAY BARWANI	Urban	13	12800

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	300	234
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	1200	1026
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	600	426
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	450	381
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	186	177
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	990	870
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	300	222
UG	BSc,Science	36	TWELFTH PASS	Hindi,English	450	340
UG	BA,Arts	36	TWELFTH PASS	Hindi,English	1320	1283
UG	BA,Arts	36	TWELFTH PASS	Hindi,English	600	526
UG	BCom,Commerce	36	TWELFTH PASS	Hindi,English	450	186
UG	BCom,Commerce	36	TWELFTH PASS	Hindi,English	450	406
UG	BBA,Management	36	TWELFTH PASS	Hindi,English	150	110
PG	MSc,Science	24	UG PASS	Hindi,English	60	50
PG	MSc,Science	24	UG PASS	Hindi,English	50	49
PG	MSc,Science	24	UG PASS	Hindi,English	50	44

PG	MSc,Science	24	UG PASS	Hindi,English	60	58
PG	MSc,Science	24	UG PASS	Hindi,English	50	43
PG	MA,Arts	24	UG PASS	Hindi,English	136	130
PG	MA,Arts	24	UG PASS	Hindi,English	136	121
PG	MA,Arts	24	UG PASS	Hindi,English	124	102
PG	MA,Arts	24	UG PASS	Hindi,English	136	113
PG	MA,Arts	24	UG PASS	Hindi,English	136	105
PG	MA,Arts	24	UG PASS	Hindi,English	136	134
PG	MCom,Commerce	24	UG PASS	Hindi,English	330	165
PG	MSW,Social Work	24	UG PASS	Hindi,English	300	273
Doctoral (Ph.D)	PhD or DPhil,Science	36	PG PASS	Hindi,English	8	2
Doctoral (Ph.D)	PhD or DPhil,Arts	36	PG PASS	Hindi,English	8	1
Doctoral (Ph.D)	PhD or DPhil,Arts	36	PG PASS	Hindi,English	16	1
Doctoral (Ph.D)	PhD or DPhil,Arts	36	PG PASS	Hindi,English	16	1
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	PG PASS	Hindi,English	24	10

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				15				6				36
Recruited	9	6	0	15	5	1	0	6	17	7	0	24
Yet to Recruit				0				0				12
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				55
Recruited	0	0	0	0	0	0	0	0	32	23	0	55
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				22
Recruited	20	2	0	22
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				43
Recruited	25	18	0	43
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				12
Recruited	9	3	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	6	0	0	6
Yet to Recruit				6

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	1	0	0	0	0	0	0	0	1
Ph.D.	9	5	0	5	1	0	14	2	0	36
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	4	0	7

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	3	0	8
M.Phil.	0	0	0	0	0	0	10	2	0	12
PG	0	0	0	0	0	0	25	23	0	48

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
PG	Male	328	0	0	0	328
	Female	481	0	0	0	481
	Others	0	0	0	0	0
UG	Male	1448	0	0	0	1448
	Female	930	0	0	0	930
	Others	0	0	0	0	0

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Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	310	311	341	347
	Female	184	180	217	273
	Others	0	0	0	0
ST	Male	2124	2124	2575	2817
	Female	1465	1473	1554	1768
	Others	0	0	0	0
OBC	Male	784	785	827	834
	Female	859	909	1063	1064
	Others	0	0	0	0
General	Male	235	243	207	176
	Female	340	338	289	278
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		6301	6363	7073	7557

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3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 26

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
26	26	26	26	26

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7073	6789	6301	6683	6269

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3501	3360	3628	3308	3103

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2171	2010	1893	1991	1491

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
46	46	46	46	46

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
65	65	65	65	65

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 47

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
422.33	428.60	395.65	331.80	324.26

Number of computers

Response: 100

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Shaheed Bheema Nayak Govt.P.G. College Barwani adopts unified Syllabus provided by the State Govt. of Madhya Pradesh and examinations are conducted by Devi Ahilya Vishwavidhyalaya Indore. Our institute take different steps to ensure effective curriculum delivery through a well planned process which are as follows-

The **Annual Academic Calendar** is prepared according to the Higher Education Department of M.P., specifying available dates for significant activities to ensure proper teaching –learning process and continuous evaluation and it is displayed on the Notice Board of college.

Meeting is held in each department at the end of the academic year to discuss about the **course distribution for the next academic session**. Based on the expertise of individual Professor, the syllabus is allotted to them by the Head of the Department. Every department **prepares a teaching plan,** allotting term-wise topics to be taught.

Syllabus of each subject for the academic session is provided to the students. Teachers have to maintain a personal diary for effective academic planning, implementation and review of the curriculum. Theory and Practical classes are held according to the **Time-Table** which is prepared prior to the commencement of the academic year by a Time-Table Committee and is displayed on Notice Board & College website.

Conventional classroom teaching is blended with reasonable **use of ICT** to make the teaching-learning process more **learner-centric**. Teaching with the help of Power points for PG classes is done. Different types of teaching- learning methods have been adopted by teachers for classroom teaching. Although lecture method is predominately used but emphasis is also given on classroom group discussions, group talks, quizzes, Poster/chart/model preparations etc. In PG classes apart from tradition blackboard method, seminars and lectures are delivered with PowerPoint presentation using LCD Projector-Computers, Slide

Projector, Display of Charts, Lab specimens, Lab Models are demonstrated. Seminars and written tests are also arranged once every week for PG students. Very soon classrooms are going to be updated by Audio aid facilities i.e. collar mikes and speakers.

Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, Tutorials, Departmental Quiz, paper presentation by the students, projects, group assignments, term-papers, educational tours, field trips and industrial visits for effective delivery of curriculum, which are done in a planned manner. Records are maintained by each department and information is provided to IQAC for documentation.

The **College Central Library** provides teachers with necessary learning resources for effective delivery of curriculum. Library related information are well maintained and are provided to IQAC for documentation.

All Internal Examinations like Class test, Mid-term test, Test-Examination, are conducted to check whether the students have acquired knowledge as outlined in the objectives of the curriculum. All examinations are conducted according to the Academic Calendar. **Tutorials** are held regularly to monitor the progress of the students. **Remedial / Special classes** are conducted for low achievers. **Advance Learners are made to solve University Question papers** and efforts are made by Professors to improve their performance.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	
Details of the certificate/Diploma programs	

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 71.74

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	09	04	08	08

File Description	Document
Details of participation of teachers in various bodies	

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 3.85

1.2.1.1 How many new courses are introduced within the last five years

Response: 01

File Description	Document
Details of the new courses introduced	

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.75

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
264	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	

1.3 Curriculum Enrichment

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

Response:

The cross-cutting issues like gender, environmental sustainability, Human Values, and Professional Ethics, etc., find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining a healthy environment for all its students. The curriculum is designed by the Department of Higher Education MP itself does include many of these aspects such as the subjects namely Professional Ethics and Moral Values in the first Year and Environmental Studies in the second Year.

Women's Studies – It is offered with a post graduate course. It consists of a single paper namely Women in Indian History(Optional paper) and taught in M. A. History.

Human Rights- It is offered with a postgraduate course. It consists of a single paper namely Diplomacy and Human Rights(Paper IV) and taught in M. A. Political Science.

Environmental Studies

This is a compulsory paper offered to Second year UG students. It consists of 30 marks and includes the following topic in its curricula.

1. Study of environment and ecology
2. Environmental pollution and population
3. Natural resources problem and conservation
4. Biodiversity and its protection
5. Disaster management and environmental laws

File Description	Document
Any Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 2

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 02

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 33.14

1.3.3.1 Number of students undertaking field projects or internships

Response: 2344

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B.Any 3 of the above

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 77.56

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7073	6789	7329	6683	6269

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9024	9014	8860	8610	8500

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3501	3360	3628	3308	3103

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The institution assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their +2 marks and the entry level test conducted by each department. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and advanced learners.

Special attention is given to the students who are identified as the weaker students. Doubts and personal difficulties regarding the subject are solved in the tutorial classes. In the start of the session, fundamentals are taught for the better understanding of the subject. Concepts which could not be grasped easily are repeated in consequent classes. Sometimes the students are encouraged to do board work before the class so the level of comprehension could be increased and teachers could rectify the problems.

Extra classes are conducted for the full coverage of the syllabus where the involvement of the students is ensured which results in the interactive teaching-learning process.

Slow learners are especially advised and counseled by the respective subject teacher/HOD. Remedial classes are conducted for the weaker students based on the results of class tests to help them cope with the rest of the class Mentoring System for students to minimize dropouts through Personal Counseling. Evidence of success— Better results in the Examinations, more regular attendance, increase participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students.

The institution organizes zero classes for freshers' at the college level at the beginning of the session. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

Advanced Learners are provided coaching classes for competitive exams. Students are encouraged to participate and present papers in various Seminars/Conferences/Workshops/Inter-Collegiate Competitions organized by other colleges. Students representing the college in various inter-collegiate meets are provided with the benefit of the retest. The above facilities are also provided those students who are participated in various intercollegiate and inter-university activities. Participation by the students in Debate, Group Discussion, Problem Solving –Decision-Making Exercises and Quiz Programs are also encouraged. Talented students are motivated to participate in extracurricular activities, exhibitions, and cultural competitions. CCE tests are arranged every after three months which includes question answer writing, report writing, mini project work, the biography of scientists/authors/writers. There is a provision of 3 % reservations in admission and institute provides various infrastructural facilities like the entry of their tricycle, ramp facility, in examinations One-hour extra time and writer is allowed to visually disabled students. For handicapped students sitting arrangements, in the examination, is made only on the ground floors. State Govt. of MP also provides Scholarships to students of this category.

2.2.2 Student - Full time teacher ratio

Response: 153.76

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.44

2.2.3.1 Number of differently abled students on rolls

Response: 31

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. To acquire first-hand knowledge on the subjects and current practices students are engaged in the field study. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presenting methods.

Lecture method:

This conventional class-room-teaching method is commonly adopted by all the teachers, especially art teachers. This method facilitates the teacher to interpret, explain and revise the content of a text only for a better understanding of the subject by the learners.

Interactive method:

The faculty members make learning interactive with students by motivating student participation in group discussion, role - play, subject quiz, news analysis, educational games, discourse and questions/answers on current affairs

ICT Enabled Teaching:

ICT enabled teaching includes Wi-Fi enabled classrooms with LCD, Smart Classrooms, E-learning resources. Virtual classroom links the guest lecture of eminent persons to develop their core knowledge in the subject.

The institution adopts modern pedagogy in line with emerging trends to enhance the teaching-learning process. The institution has the essential equipment to support the faculty members and students. Regular practical sessions, Use of LCD projectors for seminars and workshops, Productive use of educational videos, Accessibility of non-print material for students of Computer studies. Communication skills training is provided to students. Online references, lectures talks, motivational talks, educational videos, and web reference supports the teaching-learning process are conducted. The institution has installed Wi-Fi on the campus to support the educational activities of the inmates. All the departments provide reading materials to the students for easy follow-up/understanding the concepts on the college website. Learning resources and useful websites links are given on the college website, which serves as a ready link to access the portals of information and gain knowledge.

Group Learning Method:

Group Learning allows the slow learners to develop problem-solving, interpersonal, presentational and communication skills to confirm quality in learning with Peer Group. Under group learning, heterogeneous group of students comprising Fast, Average and Slow learners are divided into groups of 5 to 10 members. Group Discussion.

Experiential learning/Practical classes:

Experimental learning is generally adopted for science students. The faculty members conduct learning environment by engaging in rich experiential content of teaching through experience, Teaching through demonstration, visual aids, educational tours, Organizing exhibitions, Presenting papers, Analyzing case studies and Participating and conducting quiz on theory topics.

Student Seminars

The Student seminars are organized wherein the papers are presented by students on contemporary optics to enrich their learning experience.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 46

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 153.76

2.3.3.1 Number of mentors

Response: 46

2.3.4 Innovation and creativity in teaching-learning

Response:

To facilitate the teaching-learning process, the college makes use of ICT. The college faculty use laptops and LCD projectors in the classrooms to make learning more interesting for the students. Since the college has internet connections, Web-assisted learning is being practiced. It becomes easier for a student who understands a subject matter from different perspectives in a convenient and easy manner. To make the students confident of themselves, paper presentations are encouraged. After teaching a topic, the teacher gives the students assignments, which may include paper presentations on that topic. Students are divided into groups. They undertake teamwork and finally present papers. It appears like: Assignment- Team work- Paper Presentation.

Another innovative procedure is the mentoring system for students, here the teachers undertake personal mentoring of the students. Teachers discuss academic difficulties with students personally and figure out remedial measures. These are steps to ensure a 100% success rate and minimize failure. In the process, if the teachers find that students have any psychological problem, they are referred to the College Counselor.

The teachers also undertake tutorial classes to facilitate students' performance. Personal care of teachers discourages private tuitions. Tutorial classes are allotted in the master routine to help in the process. Departmental quizzes are frequently held by the departments to encourage learning among students. It makes teaching more interesting for the students. Apart from these advanced learner programmes are undertaken, bright students are encouraged to solve previous 5-10 years university question papers. This helps the high achievers to appear in the final examination with more confidence and can ensure a good university result thereafter. This makes the students' research-oriented and helps them in understanding research methodologies. Educational tours by Department of Zoology, Department of Botany, Department of Microbiology and Department of Industrial fisheries are undertaken to learn the subject properly Last but not the least, all the departmental faculties arrange for special lectures by eminent academicians and

scientists from the esteemed academic institution.

To bring the innovation in the institute about the teaching and learning, there are many activities are performed and this institute tries the best for progress of this institute. Excellent are selected and the weaker students are given separate education through remedial classes. All of the students are promoted for assignment so that their skills may be elevated. Students are given role play on different subjects such as English, Hindi, History, etc. The students are said to play the role of any poet, any author, leader, freedom fighter, any singer or any dancer. For example – some students are told to play the role of Swami Vivekanand, Bhagat Singh, Lakshmi Bai, etc. Some of the students are said to play the role of any poet such as Tulsidas, Shakespeare, John Milton, Wordsworth, etc.

Students are promoted for group discussion among students to instill the matter permanently. Report writing, essay writing, paragraph writing, etc. are performed to develop the writing skills of the students.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 70.77

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 67.39

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
36	33	30	29	27

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 22.02

2.4.3.1 Total experience of full-time teachers

Response: 1013

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 6.52

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	0	0	0	01

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 3.08

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	02	02	02

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Assessment of performance is an integral part of the teaching and learning process. As a part of the sound educational strategy, the institution adopts a Centralized Continuous Internal Evaluation (CIE) System to assess the student's development on a continuous basis throughout the year. Different committees have been formed to supervise and look after **Continuous Internal Evaluation (CIE) system** of the college. Each committee is headed by a teacher who conducts different examinations.

Progress Reports & Parents Meetings:

The College is keen on monitoring the performance of the students and reports to the Parents. Parents/ Guardians are advised to check the performance of their wards and take remedial measure if needed. The institute encourages the guardians to come to the institute to discuss the progress of their wards. Remedial Classes are conducted for slow learners, absentees and those students who participate in Sports, NSS and other activities conducted by the institute. This practice helps struggling learners to update their object knowledge and helps them to catch up with their peers. External examinations of three hours duration will be conducted at the end of every session for all the theory papers and practical papers. Students should satisfy the eligibility criteria of 75% attendance in each semester to appear for University Examination.

Representation in the Board of Studies:

The senior faculty members of the college are appointed by the University act as the member of Board of Studies (BOS). In each meeting of BOS, they suggest evaluation reforms and discuss any discrepancy in the Passing Board meeting. At the time of central valuation, the examiners have the facilities to represent any out of syllabus questions. The chairman of the valuation Board takes necessary action. Supplementary Examinations are held for those students who have appeared the exam and failed in any one/two theory papers relating to completion of his/her degree.

Reappearing/Recounting/Revaluation

The students are informed about the Reappearing/Recounting/Revaluation schemes available to them. Re-totaling is permitted for U. G. students who apply for it within the stipulated time on payment of prescribed fee. Revaluation is permitted only for the papers written in regular U.G. examinations and not for appearing examinations.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

In all the examinations arranged by the College like Comprehensive Continuous Evaluation (CCE)-I and II, Special Tests, results are duly intimated to the examinees within 7 to 10 days of the examination. The students are provided with the corrected answer-scripts by the relevant faculty members. The doubt and inquiries of the students regarding the pattern of optimal answers are clarified by the examiners. With the commencement of the new session, CCE is scheduled to be held for the UG and PG students. The schedule of CCE continues until the end of the session. The students are provided with the corrected answer-scripts of the CCE and special tests so that they can be aware of their mistakes. If the students express their difficulties in understanding the questions which were set in the Test, the questions and the topic on which such questions were set are discussed in the lecture-hour by the faculty member. The students are often

suggested to write the answers again as home assignments incorporating the modification and changes made by the examiners in the test scripts. If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks is officially posted against the name of the concerned student.

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

Response:

The students are provided with the corrected answer-scripts by the relevant faculty members. The doubt and inquiries of the students regarding the pattern of optimal answers are clarified by the examiners. If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks is officially posted against the name of the concerned student.

Department Level Grievance Redressal Committee and Institute Level Grievance Redressal Committee will look after college level grievances related to academic and non-academic matters. Grievance Redressal Cell of the department helps the students to approach for general and personal grievances. After the internal assessment, answer books are shown to all students. The internal marks of the students are then displayed on the notice board to ensure transparency in the evaluation.

The Head of the department primarily redress all grievances about evaluation, including the internal assessment marks awarded to the students. In case of dissatisfaction, the same is put before the Principal. The committee appointed by the principal looks after such grievances and redress the same.

For the purpose of investigating unfair means used by students at the College level, the Student Grievance Redressal Committee shall be appointed by the principal. The committee shall have one/two senior faculty members.

The Student Grievance Redressal Committee will function as a recommendatory body and submit its recommendations in the form of a report to the competent authority concerned, which issues final orders with regard to the penal action is taken against the students after taking into account the reported facts and findings of the case by the Committee and after ensuring whether reasonable opportunity has been given to the implicated students concerned in his/her defense, the principles of natural justice have been followed and the recommended quantum of punishment is in accordance with the guidelines laid down in this behalf.

However, the cause may be extra- academic too. In case the student suffers from psychological instability or examination-phobia, the faculty members try to deal with the suffering students and their parents sympathetically. They suggest the students and their parents take the help of the counselor who is

appointed by the College and is available in the College premises during the college hours.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

BA/BCom/BSc First Year classes commence in the month of July every year. Within two months from the commencement of the new session, CCEs are scheduled to be held for the students. The schedule of CCEs continues till the end of the session in the next February. The students are provided with the corrected answer-scripts of the CCEs so that they can be aware of their mistakes. If the students express their difficulties in understanding the questions which were set in the Test, the questions and the topic on which such questions were set are discussed in the lecture-hour by the faculty member. The students are further advised to write the answers to the same questions as home assignments with the suggestions and modifications made by the examiner of the CCEs.

The Second Year and Third Year classes start after the declaration of results of First year and Second year respectively. These classes generally commence in the month of August.

In PG classes, the academic calendar of the Semester system is applied which is uploaded by the department of higher education, MP government. Thus, the college completely follows the Govt. academic calendar. Since the examination calendar is prepared by the university to which the college is affiliated so college follows accordingly.

File Description	Document
Any additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The College website, prospectus as well as the Annual Report states the mission and objectives of all the departments of the college. These documents also highlight the achievements of the students and lists the kind of jobs that students get after completion of the different programs. In the Orientation program for the first year undergraduate and postgraduate students, the broad program objective of different courses is explained. Program-specific outcomes of all the departments are highlighted through career options open to students after completion of the programs and the achievements of the alumnae. For each course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad program outcomes. Following effective pedagogic strategies, the faculty articulate the learning objectives and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus. This helps the students appreciate the topic being covered in class as they see the relevance.

New courses and subjects are adopted and implemented as per the requirement/needs of the society and area. Courses like-Soil Conservation& Water Management, Fisheries, Microbiology, Biotechnology, Computer Technology, Social Work and Business Administration are run by college apart from traditional courses. The candidates are also engaged in research activities in different fields, in science side like Fish Productivity, Water quality Conservation, Ethno botanic traditional medicinal system; in commerce management and economic labor welfare are the main topics of research; in economics the rural development and women welfare schemes are the fields of research; in history the historical background of the area is being rediscovered; in the field of political science the political and social status of society is studied before and after independence is the main subject of research; language-based research activities are also actively done by faculty and students of the institute. The outcome of various UG, PG Degree coursed and research activities are used in the government and NGO's plans and schemes implemented for the area.

In the previous revision of syllabus of UG and PG classes computer application, bioinformatics, and use of IT in different fields and subjects is included in the syllabus by university and state Govt.

The college runs following course/subjects options for students to complete their degrees.

At UG level - B.A., B.A. Computer App. , B.Sc. Biology, Mathematics, Computer Science, Soil Conservation & Water Management, Microbiology, Biotechnology, Fisheries and Geology, B.Com., B.Com. in Computer Application, Bachelor of Business Administration(BBA).

At PG level - M.A. - Hindi, English, Political Science, Economics, History, Geography and Social Work (MSW)

M. Sc. - Botany, Chemistry, Mathematics, Physics, and Zoology

M.Com. Accounts & Taxation

Doctoral Programmes are run by Commerce, Geography, Hindi, History, and Zoology.

The syllabus depicting the learning objectives is readily available for students and teachers on college /university website and college library.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Attainment of program outcomes, program specific outcomes, and course outcomes are duly evaluated by the institution. One of the methods that our college follows while doing so is by assessing the teaching-learning based on a **feedback system**, in which the final year students of the college are provided with feedback forms to be duly filled up by them providing inputs on teaching-learning drawbacks, limitations, constraints and also merits of the department, its faculty members, etc. Our college also has a **Grievance Redressal Mechanism,** where the students can also place their problems at any point of time while studying. The institution deals with students' grievances very deftly by preserving its confidentiality, while

at the same time taking concrete steps for resolution. **Teacher-Guardian meets** organized by individual departments after Mid-Term Examinations and Selection Test Examinations as well as whenever else required is another system through which the institution keeps a track record of program outcome achievement. **Publication of Merit list, Criteria for letting students move to the next ladder, percentage of attendance maintained and Result meet organized by Academic Sub-Committee of the college before publication of merit list,** etc. are a regular practice of our institution through which attainment of program outcomes are measured and checked. **The weak and bright students** are identified and accordingly outcome attainment target is set by introducing improvement measures. **Organizing class tests and subject-oriented quizzes, student seminars as well as talks and workshops,** etc. are a part of this improvement scheme. In order to achieve program outcomes, some departments of the college hold **entrance tests and/or interview** to ensure the quality of students enrolled and for a better pass percentage as well as the reputation of the college. The **IQAC Cell** of the College publishes an overall academic report, which is displayed on the college website as a part of the mechanism of communication which states the level of attainment of program outcomes among many others. Our college also has a **Counselling Cell**, which helps in resolving students' problems, academic, psychological, etc. in order to attain program outcomes. On successful completion of the final year of study, there is a **reward system** through which students are encouraged to excel in life.

2.6.3 Average pass percentage of Students

Response: 96.34

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 1894

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1966

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 4

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	1	2

File Description	Document
List of project and grant details	[View Document]

3.1.2 Percentage of teachers recognised as research guides at present

Response: 32.61

3.1.2.1 Number of teachers recognised as research guides

Response: 15

File Description	Document
Any additional information	[View Document]

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.44

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 4

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 45

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Being a predominantly teaching institution with thirteen postgraduate Departments Shaheed Bheema Nayak Govt. P.G. College, Barwani has no recognized Incubation centers associated with business start-ups. But it appreciates and plays an encouraging role in promoting an ecosystem for innovation among the faculty members. This spirit of innovation encompasses various outreach program for the creation and transfer of knowledge.

This college is running undergraduate programmes in Soil Conservation & Water Management, Industrial Fisheries, and Industrial Microbiology. The Department of Soil Conservation & Water Management is having a consultancy with Mandi Board Bhopal. With financial add of Mandi Board Bhopal, a Soil Testing Laboratory has been established in the college campus in 2004. This laboratory is playing a pivotal roll in soil testing and a large number of farmers of the area are getting the benefit of it.

The Department of Industrial fisheries with the help of Mahseer Research Center Chikhlda is playing a major roll in transferring knowledge of freshwater inland fisheries to local fishermen. They are trained through various workshops conducted by Shaheed Bheema Nayak Govt. P.G. College Barwani. The Department of Industrial Microbiology is having a Memorandum Of Understanding (MOU) with Nagar Palika Parishad Barwani and imparting and transferring its knowledge of water purification in the cleaning of drinking water.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 40

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	26	3	2	4

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2.67

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 40

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 15

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
Any additional information	[View Document](#)

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 6.52

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
38	33	138	50	41

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.2

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	3	2	2	1

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Students of College get exposed to the social and economic problems of the less privileged section of the society in the neighborhood community through the extension activities conducted by NSS and NCC units of the college. This leads to their holistic development.

Shramadan as Cleanliness Drive (Swachchh Bharat Abhiyan), Blood Donation Camps, Tree Sapling, Water and Tree Conservation Program, Health Checkup Camp, Awareness Program, Rallies on various social issues, Celebration of Independence Day, Republic Day, Constitution Day, Women's Day, Yoga Day, No Vehicle Day, Wild Life conservation Week, Nasha Mukti Saptah, SVEEP Activities during Assembly and Parliamentary Elections etc, Anniversaries of great personalities, Road safety Abhiyan, Cashless activities under digital India, Special NCC Camp (for one week) in adopted village.

The extension is an integral part of education and the college has earned a reputation for being an established institution of higher education with high regard for social responsibility. The college alumnae and faculty remain committed to engaged citizenship. Many have contributed and continue to work for social change in the field of education, empowerment of women and for an inclusive society. Department of Development Communication & Extension spearheads higher education in extension through community empowerment and involvement, focusing on issues such as adult education, gender, public health, environment, and other development programmes. The college faculty and students are involved in multifarious activities for promoting the idea of the institute neighborhood community network. The extension activities are integral to UG and PG teaching at the college. Engagement of students in these activities is the first window to observe life closely at the grassroots. They become sensitive to the

challenges of a developing society like ours and observe the inequities and the challenges they pose towards the development potential of people.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 44

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

2017-18	2016-17	2015-16	2014-15	2013-14
15	09	05	08	07

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 15

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	5	4	1

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids

Awareness, Gender Issue, etc. during the last five years

Response: 42.33

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3077	2584	1120	1140	5970

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 81

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	15	13	13	15

File Description	Document
Number of Collaborative activities for research, faculty etc	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 13

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs

with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
9	1	1	1	1

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document]

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institute compasses about the 13-acre area as a whole, wherein approximate 12500 sq. meters built-up area covers well-maintained Classrooms, lecture halls, fully equipped Science Practical, and Computer Labs, a fully equipped two-storeyed E-learning and online examination center constructed with the help RUSA grant, working Gymnasium, a sophisticated Auditorium and student Canteen, to furnish the different academic, administrative and other activities effectively. The whole campus has a centrally located announcement system. Most of the classrooms and sensitive places of the college campus are equipped with CCTV Cameras and Wifi facilities. Well developed Play grounds, Stadium, huge Gardens, Vehicle Stand, Rain Water Harvesting System and Non conventional Solar Energy Utilization System are other infrastructural highlights of the campus. The whole campus is well maintained and secured by a boundary wall.

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

Response:

The institute encompasses a well-maintained campus spread over 13 acres of serene green land. Institution engagement believes in the overall development of students. There is a lot of encouragement given to the students to participate in sports and cultural activities simultaneously and thus they are awarded and rewarded accordingly

The institution has a well equipped Sports room. The institution also homes a Yoga Classroom where students and faculty members do meditation and even practice yoga. Qualified sports officer is appointed to take care of day to day sports activities of the college. College teams are formed to take part in state level and University level competitions and other inter-college sports at various competitions. Sports event competitions are conducted in the interdepartmental level in an academic year and the winners according to the outdoor games such as cricket, hockey, football, basketball, volleyball, 800-meter track, kabaddi, kho-kho, etc., are well practiced and played by the students. As for as indoor games are concerned we have table tennis, badminton, carom board and chess are played regularly.

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

Response: 44.68

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 21

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<u>View Document</u>

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 31.4

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
181.25	103.32	80.19	129.24	99.75

File Description	Document
Details of budget allocation, excluding salary during the last five years	<u>View Document</u>

4.2 Library as a Learning Resource

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

Response:

Shaheed Bheema Nayak Govt PG College Barwani Library is housed in the college premises in a separate, two storey building, which has a total built-up area of 3456 sq. ft., which includes main library hall, reading hall, Librarian's and assistant librarians room, computer and internet room, study room, stock room, circulation section, and toilet facilities. The library is equipped with 80 seating capacity. The library is fully automated with all its subsystems having air-conditioned Reading cum Conference Hall and has Fiber Optic connectivity and Wi-.Fi. It has a separate Research and Computer Lab with the provision of 10 workstations to access or e-resources and e- databases.

There is a large collection of books in the library, a total of approximate 92,000 books as per the record. These books have been purchased by the grants made available by the UGC, state government grant of SC and ST book bank scheme and Janbhagidari Samiti. Under the book, bank scheme books are issued to the SC and ST candidates in the pair, who can share and exchange the books between themselves. All these students in this category are benefited from this scheme.

The college runs nine self-finance courses and thirteen postgraduate courses. Most of the Postgraduate

departments and department of self-financed courses maintained their departmental libraries. Each of these departments has a Professor-in-charge, who discharges the functioning of the library.

The automation of the library is completed in the year 2007. In this regard, the grant sanctioned by the state government of M. P. has been received in two installments of Rs. One Lac each and has been fully utilized. Computer, printer, required software's, etc. have been purchased. All the entries of books according to accession register have been computerized. Acquisition process, cataloging, ordering, purchasing, accessioning process have been fully computerized.   The SOUL software developed by INFLIBNET, Ahmedabad has been used for the automation of the library.

The library has the facility for a big reading room. The reading room has been regularly used by the almost professors and the regular students of the college. The students prepare their notes and the professors and research scholars take their notes and studying around the clock in the library. The library hours are from 10.30 am to 5.00 pm. Students are seen reading newspapers and periodicals daily.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Shaheed Bheema Nayak Govt PG College library was instituted with the inception of college in 1957. It started with few gifted books and today it has more than 92,000 documents (books and bound journals) in its collection. It **has a rare collection of books, reports and other knowledge resources.** The library has a specialized collection in the area of Arts, Commerce, and Science. It is extensively used by people from all over the country. Retired faculty, researchers, academicians, and industrialists regularly consult the material of their interest.

Details of some books have been provided in Annexure: 4.2.2 A.

4.2.3 Does the institution have the following:

   1. e-journals
   2. e-ShodhSindhu
   3. Shodhganga Membership
   4. e-books
   5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 34.79

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
65.05	34.81	18.81	19.67	35.61

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 8.43

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 600

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has well developed IT facilities including Wi-Fi. The adequate number of computers with printers, scanners, Bar Code Reader and high-speed internet is available in the office, examination section, computer room, store, and library. All computers are in LAN with internet bandwidth speed of 16 Mbps.

There are 120 computers and various application software installed at different locations in the institution.

The reading room attached to the library, have computers facility with the NET connection.

4.3.2 Student - Computer ratio

Response: 70.73

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 99.94

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
422.33	428.60	395.65	330.80	324.26

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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

Response:

The physical and academic facilities including classrooms, computer laboratories, and computers have been provided to the students in the college. The students seek admission to desired courses including a practical course like the computer for which they pay fees as per the university guidelines at the time of admission. In addition to non-salary grants are allocated for the maintenance of the computer lab and the classroom with other allied facilities which are the part of the teaching-learning activities. The newly installed whiteboards and classroom furniture facilities are utilized regularly by the students. The non-teaching staff members are engaged in the cleaning and maintenance of the classrooms. The institute allocates proper budget for the cleanliness of the college premises.

The college has a lush green main garden maintained by the staff and students. The institution has an adequate number of computers with internet facility. The utility software is installed and updated according to the requirement. All the stakeholders have equal opportunity to use these facilities as per the rules and policies of the institution.

The computer lab is available to those students who opted for the subject during their active teaching hours. The library is also well equipped with SOUL 2.0 software with all necessarily required computers. Ten computers with internet facility have been provided in the library for the students& staff. One computer system has also been provided to IQAC room and the faculty members for preparing teaching slides for ICT based teaching in the classrooms. All these computers are well maintained. The ICT smart classroom is maintained by the supplier as it is in the warranty period of the instruments. The college website is maintained and updated regularly.

Water facility is good enough and adequate. Two RO systems are available for safe drinking water to the students. Water storage tanks are being cleaned regularly at the intervals of three months as per the management contract with the agency concerned.

The facility of computers is also provided to those needy students who made the request for the some.

Students avail the facility of the gymnasium and playgrounds in morning and evening hours in presence of well-qualified sports officer. Various playgrounds are maintained by students, teaching and nonteaching staff regularly.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 79.7

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5770	5400	4954	5187	5086

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**

     5.Language lab

     6.Bridge courses

     7.Yoga and meditation

     8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 9.9

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
800	781	715	493	500

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 4.69

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
205	198	422	569	151

File Description	Document
Details of the students benifitted by VET	

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 22.67

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
408	500	872	270	150

File Description	Document
Details of student placement during the last five years	

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response:

5.2.2.1 Number of outgoing students progressing to higher education

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0.74

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

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2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	01	00

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
55	45	48	53	50

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

College creates a platform for the active participation of the students in the various academic & administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules & regulations and execution skills. Each council has a representative council, which is called Class Committee which includes student as a member. The members bring forward the views and suggestions of the entire class with respect to faculty, subjects, syllabus methodology, and other related activation.

The composition of the committee is of one topper, one average and one slow learner students (the one who has more integrity with other students) of each class and are nominated as class representatives.

The Student Council of the institution helps students to share their ideas, interests, and concerns with the teacher and Head of Institution. They often help to raise funds for activities, like social work and college reform.

The institution formed various committees for the welfare of students which are; Library committee, Literacy & Cultural Committee, College Academic committee, Discipline & Anti-Ragging Committee, Sports & Games Committee, Red Ribbon Committee, Women's Protection Committee, Teacher Guardian Committee, IQAC Committee, and Alumni Association. The funding for various activities of these internal bodies is provided by the Janbhagidari Samiti constituted in the institute. Since this is a government college election for Student Association college has to follow the rules of higher education department government of MP. This year there is no Student Association because student elections were not conducted in MP.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 53

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
68	38	66	74	19

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The college continues its interaction with students even after they have formally left college for higher studies through an active and vibrant Alumni association named '**Alumni Meet**' which has been formed and registered (**Reg. No: 03/31/01/21575/19**) dated 30th March 2019 consisting of former students as well as retired teachers.

The institution has a network of old students. At the present scenario, it is the backbone of the institution. The institution rests on the rich history of the student's success and glory. Association regularly meets and interacts with the management. The Alumni organizes lectures on personality development. Over the years it has been helping in holding interactive sessions to motivate students regarding social adjustments and career seeking. The alumni also help the institution by influencing industries and other agencies in getting placements fests for the institution.

The alumni have expanded and strengthened it with new enrolments. The alumni appear for various activities and their suggestions are taken into account. The Institution has a social networking page and a separate link in the website where the Alumni can register and connect to share their ideas. Alumni Association has formed in the college minimum one meeting of the association is held per year. The members attend the meeting and given their valuable suggestion for improvement and development of the institution

Alumni Benefits for Students:

Personality Development Program

Career Guidance

Industry Institute Interaction

Mentoring

Placement assistance

Project Assistance for final year students

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 4

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	01	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	

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Criterion 6 - 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

Response:

Our Vision:-

"Empowerment of Tribal community through Higher Education"

Our Mission:-

* To educate and authorize the learners to realize their potential through the righteous blending of knowledge, skills, and values for serving society.
* Helps students, staff, and teachers to understand the importance of values and professional ethics to ensure lasting happiness and prosperity.
* To develop technical skills.
* To face challenges of society.
* To develop language skills and computer awareness to face modern need.
* To promote core values and workplace values.

To inculcate value education in students.

Every institute runs through its own vision; vision actually a dream, which must materialize within the stipulated period. The vision describes the soul of the institute, which must be reflecting in its acts. The motto of the college is well described in its capstone by a quotation "Uchcheist Sarva Karmasu", by which connotes surpassing excellence, A sky limit height of the achievement in any Endeavour. Students are taught and trained to discover their latent potentials, quality, and capability, which could end into the utility of their education in life, is the main mission and goal of the college. Besides these, the emphasis on the development of entrepreneurship skills, physical strength, personality development imparted through different co-curricular and extracurricular activities are an integral part of our curricula. Through these ways, the college takes the best efforts to inculcate into its students the great human values so that they would become true citizens of country-learned, humane, and strong.

Institute always tries to fulfill the vision and mission laid down by its own. Well defined and disciplined administration/management continuously monitor the gradual development in infrastructural, well maintained & equipped academic evaluation facilities, extra and co-curricular activities, career counseling and placement of students, strengthening of women/girl education, all these reflect the vision of the institute very well.

For effective and efficient transaction of the teaching-learning processes management/college administration functions with the help Heads of all departments and various committees like High power Committee, Teacher Guardian Committee, Anti-ragging committee, Grievance Redressal Committee,Annual Gathering Committee, Student-Council Advisory Committee, Time Table Committee, Semester Cell/ Evaluation Committee, GKB/PK/VY/ T.A. for Girls Committee, Internal Quality

Assessment Cell, UGC Committee, Scholarship Assessment & Distribution Committee, Students Residence Inquiry Committee, Library Advisory Committee.

Head of the institution communicate and distribute the responsibilities to the staff member through in charge professors of different faculties, administrative officer(A.O.), heads of all departments, coordinators of different committees and head clerk of the office.

The head of the institution is overall responsible for implementing the policies decided by the Higher Education Department of Govt. of MP about administration, management, academic, co-curricular and extracurricular matters, planning implementation and monitoring these functions, in the institution. Further, to develop coordination among staff members, students, J.B.S., other Govt. departments and people of social reputes for the fulfillment of objectives of the institution. Institute head also look after the grievances and welfare of staff members and students.

6.1.2 The institution practices decentralization and participative management

Response:

The organizational structure of the institute runs through the following hierarchy:

1. Principal – Head of the Institute
2. Administrative Officer
3. Faculty Incharges
4. Head of the Departments
5. Committee Coordinators
6. Semester Cell Coordinator
7. IQAC Coordinator
8. UGC Coordinator
9. Examination Coordinator
10. NSS Incharge
11. NCC Incharge
12. Career Cell Incharge
13. Sports Officer
14. Librarian
15. Head Clerk

Meetings are calling quarterly by each committee to take the decision on their concerned matters and issues, suggestions implemented accordingly. Besides these committees meet as and when needed.
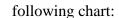
Almost all responsibilities are distributed among the staff members according to their aptitudes and interests. Various committees are formed at the beginning of the academic session to execute the plans and implement the allotted work within a period. The members of the respective committees take the decisions regarding the execution of various schemes. Decisions related to emergency and matters of paramount interests are taking in the staff council and JBS of the college.

The college is government-funded college; hence, it does not have any independent management

committee although JanBhagidari Samiti has the power to discuss various matters. The Additional Director, of Higher Education Deptt, of the division, visit once or twice to coordinate and meet the teaching and non-teaching staff members in an academic year.

In the last meeting issues discussed regarding infrastructural developments, renovation of labs, sports grounds, attendance of students, placement and employment, academic-classroom activities, semester examination & results matters and administration of the college.

Decentralization of administration may be shown by the

following chart:

File Description	Document
Link for Additional Information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college management gives liberal freedom and tractability to the Principal together with the department committees to lead all the academic activities of the college. They regularly meet and take necessary steps to formulate and implement strategic plans of the institution. Invited suggestions from

senior staff and to study the impulses of the institute in general and take steps for further improvements as far as they are within the capacity and recommend the management for modifications.

Following are some of the committees of the college that monitor quality.

Committee of Technical Issues of College: Student's performance in examinations and their results are discussed in the meetings of individual departments with the Principal and in the Staff Council meetings. Measures are implemented to enhance students' performance.

Academic Committee: controls and monitors the academic workload and exam results of students. This committee along with time table committee scrutinizes the student-teacher ratio, sanctioned workload, and adherence to the time table. It also decides and monitors internal assessment and marking scheme of practicals. This committee looks at revision and newer approaches in transacting of syllabi.

Time table committee: The PG departments along with central time table committee decides

workload twice a year. After the UG time tables are prepared by the central committee, PG department time table committee then prepares post-graduate time table. Time tables are uploaded on the website before the session begins every semester.

Development Committee and Building Committee: monitors the upkeep and maintenance of the building. The committee facilitates repairs and replacements as and when required in the building as per curricular needs.

To maintain quality in the work environment and to create open and safe environments for

individuals to work in the college, the college has duly constituted an Anti-ragging and Anti-tobacco Cell and a College Complaints Committee (against sexual harassment).

The college has an equal opportunity cell to address the issues related to students belonging to

Schedule Caste/Schedule Tribe, Other Backward Caste and minorities and the Persons with

Disabilities (PWDs) on a continual basis.

The data regarding the student strength category wise, scholarship record and service records of faculty members including their strength, grades, qualification, research activities, etc are updated on the software developed by Higher Education department of state government. This is displayed on the Departmental website.

Well defined and disciplined administration and management continuously monitor the gradual development in the infrastructural, well maintained academic evaluation, extracurricular and co-curricular activities, career counseling and placement of students, strengthening the women and girl education, all these activities reflect the sustenance and enhancement measures taken by the institute organization and management.

Head of the institute takes feedbacks and contact personally to all staff members and accordingly collect information, review the feedbacks and then ensure the activities of the institute.

The policy of governance and leadership is "Be polite but firm", to achieve the targeted goals.

IQAC works powerfully to maintain the educational governance of the institute and for quality control of academic administration.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The university and the guidelines framed by the higher education Department and are also included in the organizational structure of the institution. A committee comprising faculty members and administrative staff is involved in the planning and implementation, academic audit and evaluation. There are different bodies that give academic and administrative leadership to the institution. An optimum level of decentralization through the autonomous departmental system and participative decision-making process are well in practice.

Principal executes any academic and administrative plans and policies with the help of 48 committees, viz.

1. Staff Council
2. Janbhagidari Committee
3. IQAC Cell
4. NAAC Committee
5. Planning Board Committee
6. Academic Committee
7. Admission Committee
8. Prospectus Committee
9. Library Committee
10. Routine Committee
11. Examination Committee
12. Student's support and Progression Committee
13. Backward Cell/Remedial Coaching Committee
14. Research Project Expert Committee
15. Cultural Committee
16. Annual Cultural Competition Committee
17. Parent Teacher Association
18. Alumni Meet (Ex-Students Association of College)
19. Pay Fixation Committee
20. Service book and Pension Committee
21. NSS
22. NCC
23. Sports Committee

24. Swami Vivekanand Career Guidance and Placement Cell
25. Canteen Committee
26. College Website Committee
27. College Magazine Committee
28. Youth Parliament Committee
29. Internal Complaint Committee (ICC)
30. Grievance Redressal Cell
31. Excursion Committee
32. Gardening Committee
33. RTI Committee
34. UGC Committee
35. Semester Cell
36. Internal Administrative Council
37. Conduction of Youth Festival Committee
38. Scholarship Committee
39. Environment Conservation Committee
40. Purchase Committee
41. Write off Committee
42. Women Protection Cell
43. Internal Audit Committee
44. College Development Council
45. CM Help Line Cell
46. Vidhan Sabha Cell
47. Disciplinary committee
48. Anti Raging Committee

Service Rules:

The institution strictly follows the service rules according to the UGC and State Govt. norms. It has been uploaded on the website too. The institute runs for 8 hours in every working days The teaching and non – teaching faculty have the benefits of PF, ESI, Casual Leaves, Earned Leaves, Medical Leaves, and Maternity leaves, etc.

6.2.3 Implementation of e-governance in areas of operation

    1. Planning and Development
    2. Administration
    3. Finance and Accounts
    4. Student Admission and Support
    5. Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Academic enhancement, administrative and infrastructure development are the main objects of the institution. For achieving this purpose various committees have been formed which function and monitor the aforesaid activities. Committees are as follow.

1. Staff Council
2. Janbhagidari Committee
3. IQAC Cell
4. NAAC Committee
5. Planning Board Committee
6. Academic Committee
7. Admission Committee
8. Prospectus Committee
9. Library Committee
10. Routine Committee
11. Examination Committee
12. Student's support and Progression Committee
13. Backward Cell/Remedial Coaching Committee
14. Research Project Expert Committee
15. Cultural Committee
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19. Pay Fixation Committee
20. Service book and Pension Committee
21. NSS
22. NCC
23. Sports Committee
24. Swami Vivekanand Career Guidance and Placement Cell
25. Canteen Committee
26. College Website Committee
27. College Magazine Committee

28. Youth Parliament Committee
29. Internal Complaint Committee (ICC)
30. Grievance Redressal Cell
31. Excursion Committee
32. Gardening Committee
33. RTI Committee
34. UGC Committee
35. Semester Cell
36. Internal Administrative Council
37. Conduction of Youth Festival Committee
38. Scholarship Committee
39. Environment Conservation Committee
40. Purchase Committee
41. Write off Committee
42. Women Protection Cell
43. Internal Audit Committee
44. College Development Council
45. CM Help Line Cell
46. Vidhan Sabha Cell
47. Disciplinary committee
48. Anti Raging Committee

Each Committee/Council/Cell conducts meetings desired and takes the decision for accordingly.

Governing Body - Janbhagidari Samiti is the governing body of the institution which governs and directs to function in favor of institutional development. The Samiti has a President appointed by the state government. Apart from the president, the Samiti comprises 16 Members, including a secretary, an in-charge officer, representatives of M.P. & M.L.A., formers grievance of students, senior Students, representative of the student union, senior faculty member and one member from non-teaching staff.

Minutes of Meetings -

The Janbhagidari Samiti Meeting was held on 30-06-2018. Twenty-two members and executives were present in the meeting and four issues in total were discussed.

01- Approval of prior meeting decisions.

02-Approval of accounts for the financial year 2017-18.

03- Proposal for the number of invited Guest Faculty, and employee.

04- Approval of payment of invited Guest Faculties, employee and daily wagers from janbhagidari fund.

05- Proposal for construction of basketball court according to the plan of PWD.

06- Proposal to increase in the number of CCTV cameras on the college campus.

The decision of the body-

1st-- Approved those decisions, taken in the previous meeting.

2nd- Approved accounts for the year of 2017-18.

3rd- It was decided to send a delegation of Janbhagidari Samiti to BHOPAL to discuss the above issues.

4th – The work should be done with the collaboration of District Planning Board & Janbhagidari president.

5th –Increase of honorarium paid to the invited Guest Faculties, employee and daily wagers

6.3 Faculty Empowerment Strategies

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

Response:

As per the Government of MP norms the following facilities are available to all permanent teaching and non-teaching staff.

Medical Reimbursement

Faculties are eligible for pension benefits on retirement, GPF, gratuity and leave encashment are availed by retiring faculty as per the government norms.

Leave to teaching and non-teaching staff is given as per the guidelines of the government and UGC.

House building loans facility is also available as per government guidelines.

Ex-gratia for teaching and non-teaching staff.

The college has provision for admissions of eligible wards of employees.

Grain advance to non-teaching and fourth class employee is available as per government guidelines.

PF loans are sanctioned as per GOI rules.

The Institute provides uniform to non-teaching staff (Security Personnel and peons).

Group Insurance Scheme for teaching and non-teaching staff.

Canteen facility for teaching and non-teaching staff along with the students.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 8.26

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	02	03	00	03

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has Performance Appraisal System in place for teaching staffs following UGC regulations 2010 (and the two amendments thereafter). Candidates may offer themselves for assessment for promotion, if they fulfil the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS (Performance Based Appraisal System) proforma (Old or Revised, as may be applicable time to time by the UGC) as per the UGC Career Advancement Scheme guideline (which also includes Second Amendment of UGC Regulation titled Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and measures for the maintenance of Standards in Higher Education). Candidates who do not consider themselves eligible can also apply at a later date.

For Non-Teaching staffs, UGC regulated Career Advancement Scheme is not applicable. For non-teaching staff Annual Performance Assessment Report (APAR) is maintained for every employee.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The accounts of the college budget are audited internally and externally regularly. For the internal audit, an Audit inquiry committee of senior faculty members is constituted which inquires accounts regularly and submits the report to the principal. For the external audit, audit committees from HE department Govt. of MP and AGMP Gwalior (MP) come to audit the accounts annually. The external/statutory audit has been completed up to the session 2017-18 from the inception of the college.

In the last two years, internal as well as external audit committees do not raise any major audit objections.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the

last five years (not covered in Criterion III) (INR in Lakhs)

Response: 1225.67

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
274.08	353.43	249.58	120.24	228.34

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

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

Response:

The availability of fund is essential for any organization, society, family or cooperatives but the mobilisation of the fund is even more important. If it is in the right direction and coordinated then the level of progress in high otherwise it becomes ineffective even though the fund is available. Therefore the mobilisation of the fund is important for the development of the organization.

The Principal and the committees of the college are monitoring the use of resources received from the state government, UGC, Non-Government (Janbhagidari) funds and RUSA. The allocated funds are utilized to purchase equipment, Infrastructure Development, organize seminars, workshops, and conferences, etc. After receiving the grant it goes through various processes involving the Principal who is the Chief Disbursing Officer, the Bursar, the Finance Committee, the Purchase Committee, and the college Office before it is finally disbursed to the concerned person or the respective department(s).

For the smooth working of the institute a Janbhagidari Committee has been constituted which utilizes the Non-Government (Janbhagidari) Funds effectively. The Janbhagidari committee study and analyses the requirements of the college and then forwards it to College management committee with expected expenditure and planning.

6.5 Internal Quality Assurance System

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

Response:

IQAC encourages and motivates Teachers and Students to actively participate in research activities. The IQAC practices -

1. UGC & University Circulars pertaining to research are displayed on the Professors' Notice Board. With the help of the RUSA & State grant, efforts have been made to develop research infrastructure like laboratories, advanced types of equipment, modern ICT gadgets, access to electronic learning materials, etc.

2. Adequate infrastructural support such as the library, laboratory and reprographic facilities are provided by the college authorities.

3. Availability of Internet and latest technological facilities are ensured for carrying out research work.

4. Teachers are encouraged to pursue their Ph.D. work & college also provides relaxation in workload for carrying out research Support and motivation was given to the faculty to take up Major/ Minor research projects Faculty members are granted leave to participate in short term courses and various workshops related to Research Methodology. Teachers who have completed their Ph.D.s are facilitated by the Teachers' Council & the Governing Body of the College Emphasizing upon faculty members to publish research papers in reputed Journals.

5. **Nine** of our faculty member from various departments has been awarded Ph.D. Degree (2013-2018).

6. Bhoj Open University Bhopal has introduced twenty-two programmes for private students from the academic session 2018-2019 through a regional center situated in the college campus.

From 2008 onwards, IQAC was constituted with the following goals:

1. Communication of information on the various quality parameters of higher education and

Development of quality benchmarks for the various academic and administrative activities of the institution.

2. Documentation of the various activities leading to quality improvement.

3. Obtaining, analyzing and action taken on feedback responses from students, parents, and alumni on quality-related institutional processes.

4. Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

5. Various key areas for regular monitoring and documentation by IQAC are-Curriculum Development Options of skill papers in order to enhance the quality bar Organisation of lectures by prominent speakers in different areas Publication of Technical series.

6. Organization of Annual lectures by each department every year Participation in Innovation and Research funded Projects.

7. Consultation with various organizations.

8. Membership of Board of Studies of the university.

9. Extension activities for community development.

10. Organization of Remedial classes and Student counseling sessions.

11. Feedback from stakeholders which was earlier taken by individual teachers and PG departments will now be documented in a centralized committee

12. Collaboration with Industry and placement meet

13. Effective involvement of Alumni

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through its various Staff Council committees like the Academic Committee, Internal Assessment Committee, Placement Cell, etc. Students' Internal assessment and attendance is monitored and evaluated at periodic intervals. Placement cell organizes annual placement mela. The academic committee reviews the results and plans activities for the academic growth of the institution at large. Various quality initiatives for improving the teaching-learning process taken by the college have been;

- Organization of seminars, workshops, faculty enrichment programs and training for faculty as well as students.
- Use of ICT in teaching and learning encouraged.
- E-resources for various courses are regularly shared with students.
- Feedback from students, alumni and parents have formally been taken and the data analyzed.
- To bring awakening in the students for the honor of national anthem, national song and of the constitution of our country.
- To preserve national integrity and unity.
- To help in natural disaster and national preservation.
- To honor our culture and preserve it.
- To save the natural environment such as rivers, lakes, forest, ponds, wild animals and care about their cleanliness and survival.
- To develop the scientific and human perspective, try for reawakening, to develop a habit of curiosity in self.
- To be safe from violence, to save universal properties to work on the direction of bringing novelty

and sub linty by group activities.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	17	03	02	04

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document]()

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document]()

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post**

accreditation quality initiatives *(second and subsequent cycles)*

Response:

Since the formation of IQAC in 2008 Feedback system has been formalized and structured. Students, parents and alumni feedback is collected on curriculum and infrastructure. Feedback from institutions where students go for internships has helped to equip students with the skill sets required by prospective employers. Student visibility has increased in the development sector and industries.

As an outcome of the Students' feedback regarding infrastructure, mapping of college facilities has been initiated and washrooms have been renovated.

Documentation has helped to map lacunae and revisit policies. Although placements were done at a professional level, however, a need was felt to promote placements at the undergraduate level. Most undergraduate students (nearly two-thirds) aspire to go in for higher studies and are absorbed into the postgraduate courses. It is now the endeavor of IQAC to address the requirement of the remaining one-third who don't make it to any postgraduate program.

Dissemination of salient findings on quality parameters and feedbacks in Staff Council meeting and Management Committee meeting (Janbhagidari Samiti meeting).

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 12

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	09	0	02	0

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

    1.**Institution shows gender sensitivity in providing facilities such as:**
        1.**Safety and Security**
        2.**Counselling**
        3.**Common Room**

Response:

Safety and Security: Safety and security of all the students, teachers, non-teaching staff and the visitors to the college is always the first priority. To ensure a safe campus and a secured environment the college has embarked upon the following initiatives:

- A senior and experienced gatekeeper
- Fire Extinguisher placed in every laboratory
- The entire campus is under CC TV surveillance
- Four exit gates
- Emergency exit staircase connecting the second floor and the third floor of the new building
- Regular checking of the electric meter box by the electrician
- All the electrical switchboards, air- condition machines, fans, and tube-lights serviced regularly
- A Grievance Redressal Box for the students
- Internal Complaint Cell to address issues on sexual harassment within the campus
- Maintenance of a FIRST-AID Box
- Separate washrooms for the girls and boys students
- Separate washrooms for the male and female teaching and non-teaching staff

- Identity Cards issued to all the students, teachers and the non-teaching staff

Couselling: Shaheed Bheema Nayak Government PG College has consistently strived to address contemporary issues like gender, women concerns, safety, and security, etc. through its academic content.

The Women Protection Cell (WPC) at Shaheed Bheema Nayak Government PG College is very active. WPC monitors all activities and training programmes related to safety and security organized in the college centrally. Experts are invited to conduct workshops and various sessions related to women safety like self-defense, cyber-crime, police training, and medical checkup.

Common Room: The campus is proved to be very secure due to its well-maintained security system. Separate hostel for girls with good security is being to be constructed. Girls Common Room is available in the premises with attached toilet. The management is very concerned about health and security. This girls' common room is facilitated with an Automatic Sanitary Pad Vending Machine with a Burning Unit of used pads. We organize workshops for stress-free life by the selected resource persons. Faculty counselors are always available to counsel the girl students if they need

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7.1.3 Alternate Energy initiatives such as:

   1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 30

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 49200

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 164000

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid waste management –

- Waste management action is taken in the institute regularly.
- The institute campus is cleaned regularly and use of polythene is banned.
- The instructions are given to the students regularly about the clean campus and use of dust bin.
- Tempering of the furniture (Repairing of broken furniture)
- Old and broken furniture is used for various purposes on the campus.

The college adopts the policy of Reduce, Recycle and Reuse (3Rs). We produce our own manure by vermicomposting. A modern vermicompost pit is being regularly utilized to convert garden and campus organic waste into compost. All the used papers like practical files, newspapers, answer books of CCE, projects and practical exams and office paper waste of college is sold to vendors, they sent it to recycling paper plants/factories where it is recycled into useful products.

Liquid waste management- Sewage Water flows through the drain so that no storage of sewage water.

E-waste management- E-Wastage is not generated in the institution. Old computers and E-Systems are used for E-learning processes by the students.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting structures and utilization in the campus

The institution is located in a district which is known for high temperature throughout the year. So, this area realizes the value of every drop of water and saves the rainwater strategically for future use. At present, there is no systematic rainwater harvesting system in the college. Though it is included in the future plans of the college. Rainwater is naturally absorbed in the whole campus because 80% campus is open land without any construction.

R.O. water is provided to students and staff for the drinking purposes from two modern R.O. Systems and

wastewater of R.O. systems are used for gardening and cleaning purpose. Because of this, the underground water level in the soil is increased and the bore well pumps more water for the use.

7.1.7 Green Practices
• **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
• **Plastic-free campus**
• **Paperless office**
• **Green landscaping with trees and plants**

Response:

a) Bicycles

The faculty members and students residing nearby are encouraged to come by bicycles. Thus we prevent the emission of carbon dioxide in the campus.

b) Public Transport:

The institution is located just less than 1 km from the highway. So we encourage our faculty members and students to use public transport for safety, security and fuel conservation. More than 50% of Students in this institute come from public transport buses. So an effort made by this institute for their ease and comfort.

c) Pedestrians Friendly Roads

The campus has wide, well-maintained blacktop road. It has footpaths on both sides. The surrounding Walker's Club members also use our road fervently in the early mornings and late in the evenings. The front part of this institute is paved with concrete and pour block.

Plastic-free campus:

Use of plastic bags and cups are polluted in the campus. Even in the canteen usage of steel plates/ leaf plates and steel cups or paper cups are mandatory. So the institute tried to make the campus free from plastic and polythene.

Paperless office:

The accounts/office and academic information is stored and maintained through systems and also manually.

The complete campus is enabled with Wi-Fi connection, making it much easier for users of the free network.

The official information and circulars are preferred to be sent through emails and then by post.

Green landscaping with trees and plants:

The institute has taken several measures for planting to make Green Campus. The institute has three gardens inside the campus. Tree and sapling plantation on the campus is the regular activity of the NSS and NCC.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.28

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.7	0.7	0.7	0.7	0.7

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 80

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	16	16	16

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 5

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Any additional information	[View Document](#)

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

7.1.13 Display of core values in the institution and on its website

Response: Yes

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response:

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The College celebrates with great fervor the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawahar Lal Nehru, Dr. Bhimrao Ambedkar, Dr. Sarvepalli Radhakrishnan, Lal Bahadur Shastri and Shaheed Bheema Nayak Various national festivals like Independence Day, Republic Day, World Environment day, NCC day and International Women day are also celebrated with great enthusiasm.

Focusing on the unified diversity of the nation, the government had announced the birth anniversary of Sardar Vallabhbhai Patel on October 31 to be celebrated as Rashtriya Ekta Diwas (National Integration Day) every year. On this occasion, College also celebrates Ekta Diwas in the college. The day starts with the "Walk for Unity", event by the NCC and NSS volunteers, followed by the college students to pay

tribute to the efforts made by Sardar Patel to unite India.

Cleanliness drive or Swachhta Abhiyan has been organized by College on 2nd October (Birth of Mahatma Gandhi), where all the members of the society along with college staff members march in the entire campus, cleaning the roads of the campus. The college congregates to mark the event and a special assembly is held.

On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervor. The students organize a Samman Samaroh for the teachers and the Guru-Shishya parampara is celebrated.

NSS Day was celebrated on 24th September, in which the various events were organized in the college comprising of the poster making completion followed by the cleanliness drive in the entire college campus along with a street play competition organized by the NSS Society.

The college has always pioneered in displaying the best institutional values and practices.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

This institution believes in maintaining complete transparency in its financial, academic, administrative & auxiliary functions. Admission is an online process which is strictly on the basis of merit in accordance with the government reservation policies. Results of examinations are regularly posted on the college notice board and corrected answer scripts are shown to students for any clarification. Recruitment of full-time teachers is done by MPPSC according to the norms laid down by UGC. Selection of Guest Faculties is done obeying norms of the department of higher education, MP and UGC. Important notices regarding college are regularly posted on the college website to ensure complete transparency in all its functioning. As the institute is under RTI all the information is made available to the public. CCE marks are displayed on board for students before sending to university.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BEST PRACTICE 1:

Title of the Practice: National Cadet Corps (NCC)

Goal

NCC aims at developing character, comradeship, discipline, a secular outlook, the spirit of adventure and ideals of selfless service among the young students. Further, it aims at creating a pool of organized, trained

and motivated youth with leadership qualities in all walks of life, who will serve the Nation regardless of which career they choose. It also motivates young students to join armed forces.

The Context

Untoward situations never come with prior notice. We need to stay alert for any kind of situations. let it be disaster management or traffic control. We need to step on it and every different issue has different tempos and crisis. NCC, as practiced in College, is all about rising to the occasion and be prepared to face problematic situations at very short notice. In preparing the students to join the NCC motivating them to take up the rigors of this corps for the good of the society and themselves is one of the major challenges.

Evidence of Success

The NCC has been imparting training to the corps. Many of the corps have appeared for the B certificate and C certificate examinations. Many cadets have qualified in the examination of MP Police.

BestPractice: 2

Title of the Practice: National Service Scheme (NSS)

Goal

The college has a strong NSS wing working under the NSS Cell, Devi Ahilya Vishwavidhyalaya Indore. The institution promotes NSS for the all-round development and character building of the students as well as to extend its activity at the community level. NSS is the platform for community service. The college has adopted Dhamnai village for its extension activity. Hence under NSS, the college promotes extension work bringing together the campus and the community.

The Context

The activities need to be scheduled as per the convenience of the women who are otherwise engaged as

domestic helpers or the girl children busy with the household chores. Sufficient mobilization is needed to introduce new ideas to the girl children as they lose interest very easily. Organizing health awareness programme is equally challenging as they seem to hold strong affinity to the age-old misconceptions regarding female health pertaining to puberty and motherhood. The planning and designing of programmes need to be done accordingly.

The Practice

NSS through the Regular Activity and Special Camp activity involve the teachers, students and the dwellers of the Dhamnai village (adapted) in Health Awareness Programmes on

Blood Donation Camp

Tree Plantation Day

Swachha Bharat Mission

No Plastic campaigns

Clean Campus Mission

Evidence of Success

The community service extended to the Dhamnai village dwellers has been rewarding. The target as of now is to encourage the women of the slum to merge with this self-help group.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Shaheed Bheema Nayak Govt PG College, Barwani, affiliated to DAVV Indore, was established in the year 1957 with the vision of empowering tribal students coming from a very backward social background. The college ensures to impart quality education to all of its students not only through enhancing their intellectual ability but also by nurturing their talents. The college shapes the learners into better citizen enriched with self-confidence, perseverance, patriotism, and humanity. It imparts holistic education and develops tribal students as leaders. Our ambition is to empower our future generation of with authority and position. This is well evidenced by the success of our alumni in the field of their choice (See List).

Many of our students are academically well enriched to be employed in many reputed schools and colleges as teachers. In fact, some of them work in our own college in the capacity of teachers like Dr. N.L. Gupta(Commerce), Dr. D.C. Kumrawat (Commerce), Dr. Brajesh Joshi (Zoology), Dr. Dinesh Verma (Zoology), Dr. Pramod Pandit (Chemistry).The teachers and students work with great earnestness and sincerity to reach out to the college alumni in India and abroad and to involve them not only in cultural activities but also socially meaningful and relevant work which aims to enrich the college. The college manages to foster a spirit of belonging, camaraderie, and warmth, among the students and the college staff which is retained beyond the boundaries of the campus even when the students have passed out. Before the era of extensive social networking through the internet, the passed out students still managed to keep in touch with the faculty members of the college. This bondage of human relationship is so strong that past pupils of the college returned to their alma mater not only to celebrate their success but also to find succor in times of tribulations. They have willingly contributed their labor and expertise for the benefit of the college whenever the need arose. This is no mean achievement in times when increasing consumerism is making people more and more self-centric. We have been able to develop a sensitive and responsible youth force who have social commitments towards the larger section of the society.

The well-maintained college grounds with the green patch, flowering shrubs and fruit trees, neat and clean corridors, and surroundings is a testimony to the fact both the faculty non-teaching staff and students tirelessly strive towards making their college beautiful. We are proud that our vision of "Empowerment of tribal students through Higher Education" has borne fruit in creating a pool of environment-conscious

socially responsible citizens who remain spiritually bonded to the college throughout their life. This is a unique attribute distinctive to College.

File Description	Document
Any additional information	[View Document](#)

5. CONCLUSION

Additional Information :

Modernization of conventional classrooms has been undertaken through the introduction of ICT enabled classrooms. The infrastructure of the college is sensitive to the requirements of differently abled students and staff members by the introduction of ramp and elevator. Apart from regular undergraduate courses, the college offers 22 Courses run by Regional Center of Bhoj Open University Bhopal to facilitate the all-round development of students. In order to alleviate the rigors of a demanding college curriculum, the students are encouraged to participate in various co-curricular and extra-curricular activities. One of the major strengths of the institution is its Alumni association- *Chirantani* which is a registered organization of Ex-Students and Ex-Teachers. Another vital focus of the institution is the formation of Inter Complaints Committee (ICC) as per UGC guidelines to deal with cases, if any, of sexual harassment of students and staff members and to ensure their safety and security within the college campus. The Jan Bhadigdari Samiti of the college works in close co-operation with the Principal, Staff and different committees to regulate and maintain an amicable and scholastic environment. The Staff Council is a vibrant body which works closely with the Principal and deals with issues pertaining to the functioning of the institution. The College has an active NSS and NCC unit as part of its social extension programme. The institution takes pride in environment-based activities to create holistic consciousness among students and staff.

Concluding Remarks :

The College was constructed in the reign of the, then ruler Rana Devi Singhji of Barwani state. The, then CoL. R.J. Macnabb kept the foundation stone of this college on 17th November 1933. It was completed in 1935 and inaugurated by the British civil servant Mr. K.S. Fitze, this two-storey building costing of Rs. 90,000/- and was known as **Victoria High School**. This institution has crossed many steps of development to come to this stage- **High School to the Research Centre** –this long journey has been full of pride and prestige, which has brought many laurels to this institution.

As early as 2007 it had applied for NAAC accreditation and had achieved B++ grade. In Second Cycle of NAAC Re-Accreditation College Scored B (2.80 CGPA) Grade. Since then the college has continued its efforts to further improve its infrastructural and academic parameters in pursuit of realizing the mission and vision of the college.

One E-learning Centre and two smart classrooms are recently constructed. Some of the proposed constructions are Servants' Quarters, Guest House and 08 HOD's/classrooms, renovation of Main Old building. Extension of Botanical Garden and elevation of Auditorium are other future plans of the institute. A huge beautiful botanical garden has been maintained inside the college comprising of approximately 85 plant species belonging to ornamental, medicinal, fruiting and other categories.

The college conducts different outdoor and indoor games/sports activities viz Hockey, Football, Cricket, Basketball, Kabaddi, Kho-Kho, Volleyball, Table - Tennis, Carom, Chess, etc. 400-meter athletics track is also available in the campus. Upgradation of Hockey ground, Gymnasium Hall and Stadium are under future plans.

Red Cross, WWF, Child education, Female education, Beti Bachao Abhiyan, Ladli Laxmi Yojna, Blood donation camp, AIDS awareness camps, Sanitary and Hygiene practices, Pulse Polio campaigns,

Environmental protection activities, Water conservation movements are major extension services of the institute which are performed in collaboration with local Social organizations, NGO's and administrative departments.

Institute is still in process of metamorphosis and committed to **"Quest for Quality"** to fulfill the core values laid down by NAAC.