



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	Govt. Girls College, Khargone
Name of the head of the Institution	Dr. M.K. Gokhale
Designation	Principal(in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07282231372
Mobile no.	9425123905
Registered Email	mkgokhale0512@gmail.com
Alternate Email	govtgirlscollegekhargonekhargo@gmail.com
Address	BTI Road Aanand Nagar Khargone
City/Town	KHARGONE
State/UT	Madhya Pradesh
Pincode	451001

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Women																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Prof. Jayanti Joshi																						
Phone no/Alternate Phone no.			07282231372																						
Mobile no.			9977150498																						
Registered Email			jj070357@gmail.com																						
Alternate Email			govtgirlscollegekhargonekhargo@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://www.mphighereducation.nic.in/Portal/Handlers/AQAR_ReportByID.ashx?ID=507																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NDQ5Ng%3d%3d&InstId=Mzky																						
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>C</td> <td>1.82</td> <td>2009</td> <td>27-Jan-2009</td> <td>28-Jan-2014</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.21</td> <td>2016</td> <td>23-May-2016</td> <td>24-May-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	C	1.82	2009	27-Jan-2009	28-Jan-2014	2	B	2.21	2016	23-May-2016	24-May-2021
Cycle	Grade	CGPA	Year of Accreditation	Validity																					
				Period From	Period To																				
1	C	1.82	2009	27-Jan-2009	28-Jan-2014																				
2	B	2.21	2016	23-May-2016	24-May-2021																				
6. Date of Establishment of IQAC			28-May-2014																						
7. Internal Quality Assurance System																									

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
College Participated in AISHE	18-May-2018 1	0
Mahatma Gandhi Anniversary	02-Oct-2017 1	127
Seven Days NSS Camp	23-Jan-2018 7	36
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2018 00	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Orientation Programme for newly admitted students

2. IQAC organized Personality Development programs

3. Internal academic audit.

4. Prepared RUSA Project

5. Prepared World Bank Project

[View File](#)

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

Plan of Action	Achivements/Outcomes
Organized Expert Lectures	Expert Lectutres done by expert
Plants to set up Green Campus	Plantations drive done by NSS
Encouraging and motivation the faculty members to participate in Refresher Courses, Seminars, conferences and publication etc.	Done by College facultys
View File	

14. Whether AQAR was placed before statutory body ?

No

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

No

16. Whether institutional data submitted to AISHE:

No

17. Does the Institution have Management Information System ?

Yes

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

SMS, Whatsapp, Email, Office Order, etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Institute is a Government, affiliated College and so it follows the Curriculum designed by the Department of Higher Education, M.P. and the affiliating Devi Ahilya Vishwavidhyalaya, Indore. The College carefully follows the academic calendar of events prescribed by the Department of Higher Education, M.P, and specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation. Syllabus of each subject for the academic session is provided to the students. Teachers have to maintain a daily 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 & website. Conventional classroom teaching is blended with reasonable use of ICT like power point presentations, OHP audio lectures, e-notes, are also being used by teachers, experiential learning and problem-solving methods are also used for effective curriculum delivery. Seminars, workshops, special lectures, group discussions, projects, educational tours, field trips and industrial visits are also supplemented along with class room teaching. Extra classes are conducted for slow learners students are also motivated to refer to digital sources, internet, INFLIBNET and N-List apart from the prescribed text and reference books. Advance Learners are asked to use e-library resources along with other learning material. Display boards/ notice boards outside the departments are used to display bulletins, announcement regarding, tests, assignments, lectures etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	0
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Bachelor of Arts	261
BSc	Science	188
BCom	Commerce In Computer Science	6

BSc	Home Science	29
MA	Sociology	35
MSW	Social Work	5
MSc	Human Development	9
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Nil

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

Feedback Obtained
Manually

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Home Science	80	32	32
BCom	Commerce with Computer Science	80	8	8
BSc	Science	240	239	239
BA	Arts	300	352	352
MA	Sociology	40	35	35
MSW	Social Work	60	9	9
MSc	Human Development	30	7	7
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1666	105	20	3	23

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	23	5	3	2	1
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The mentoring system initiated to achieve a better and effective student- teacher relationship and provide a way of thinking and acting accordingly, to student in academic manner. Faculty mentors play a crucial role in this system. Students and their mentors share responsibilities for confirming creative, productive and fruitful mentoring relationship. Both side as mentor and mentee have a role to play in the success of mentoring system. For students, a mentor is one, who serves as a guide throughout their institutional time span. They provide not only professional and academic advice but personal as well. In fact they provide creative and constructive feedback on aspect of career related and personal issues. Mentor can help to balance in professional and personal life, also provide emotional and social encouragement during hard times. Our institute has- followed the suggestion made by Higher Education Department of Madhya Pradesh, Bhopal, to applying "Mentor scheme"

The importance of this scheme for supporting student by the means o guidance is a common objective for application of this scheme. The IQAC initiated of implementing the mentioning of students, and its functioning. Students are categorized based on the streams of studies and core subjects. They are divided according to ratio. Students Mentoring system is being introduced at our college from the session 2017-18 and in previous sessions our institute, doesn't has 'Mentor- Scheme', but voluntary, college provided function of scheme, a though there is no record of that session accordingly. In the current session 2017-18 our institute has 23 teachers/professors, and 1771 Student and students-Teachers ratio is 77:1 maintained.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1771	23	1:77

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	23	0	0	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Nil	Nil	NIL
2018	Nil	Nil	Nil
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-
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			end examination	end/ year- end examination
BA	C028	Semester	08/08/2018	28/12/2018
BSc	C085	Semester	08/08/2018	28/12/2018
BSc	C037	Semester	08/08/2018	28/12/2018
MA	C026	Semester	07/08/2018	26/12/2018
MSW	C025	Semester	07/08/2018	26/12/2018
MSc	C207	Semester	07/08/2018	26/12/2018
View File				

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

To be a part of reforms in context of CIE: means in continuous internal evaluation, our institute included seminars, projects, internal examination with practical and viva - voce, and trainings etc. So institution carefully apply the curriculum designed by the Higher Education Department Madhya Pradesh and affiliating DAVV University, Indore by the means of this curriculum which included continues internal evaluation in it, which further sub -divided into internal tests, practical, projects, Seminars and presentation etc. In the conductance of continuous internal evaluation, there is special focus on transparency, and interrering with reliability and objectivity. As per rules and guidelines, each department conducts internal assessment in the form of unit test, in general. Once internal test conducted marks are awarded unabashedly, and a in transparent manner. This kind of internal assessment activity is done each Semester and each year. In internal test activity take given to students, the examination conducted on basis of that given task. According to time table of internal assessment tests students Present to attain the tests. Project, assignment and seminar topic awarded to Students they search our particular topic at their level this makes benefits to their improvement on command of that particular topic. Then they submit to their internal assignments to the concern department, where faculty make an evaluation on them and award the marks accordingly. Marks are taken into record for further summative assessment.

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

The Department of Higher Education, M.P. releases a comprehensive academic calendar for every session in the month of March/ April of the preceding session. Simultaneously detailed schedules for NSS, Red cross, sports, personality development, and youth festivals are released by the concerned authorities/ agencies. The notification for various examinations is issued by the university. So the teachers have ample opportunity to plan teaching learning schedule and extracurricular activities well in advance. They also have flexibility in conducting CCE and quarterly and half yearly examinations as per local conditions

2.6 – Student Performance and Learning Outcomes

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

<http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=Mzkx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
C028	BA	Nil	261	115	44.07
C085, C116, C137	BSc	Nil	194	81	41.75
C198	BCom	Nil	6	5	80
C037	BSc	Nil	29	27	93.11
C026	MA	Sociology	35	24	68.58
C025	MSW	Social Work	5	4	80
C207	MSc	Human Development	9	7	77.78
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2.7 – Student Satisfaction Survey

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

[Manually](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	Nil	0	0
Minor Projects	0	Nil	0	0
Interdiscipli nary Projects	0	Nil	0	0
Industry sponsored Projects	0	Nil	0	0
Projects sponsored by the University	0	Nil	0	0
Students Research Projects (Other than compulsory by the University)	0	Nil	0	0
International Projects	0	Nil	0	0
Any Other (Specify)	0	Nil	0	0
Total	0	Nil	0	0

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	NIL	NIL	Nil	NIL
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards
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State	National	International
NIL	NIL	NIL

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

Name of the Department	Number of PhD's Awarded
Nil	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Sociology	1	0
National	Home Science	2	0
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Home Science	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2017	0	0	0
Nil	Nil	Nil	2018	0	0	0
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2017	0	0	0
Nil	Nil	Nil	2018	0	0	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	24	0	0
Presented papers	0	14	0	0
Resource persons	0	2	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree Planting Camp	NSS	15	158
Hariyali Mahotsav or Shramdan Camp	Botany NSS	12	217
Sadbhavana Diwas	NSS	10	147
National Sports Day and Feet for India	Sport Department	5	32
Nutrition Diet Month	Home Science	7	37
NSS Day	NSS	9	63
Gandhi Jayanti (Seminar)	NSS	9	147
View File			

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

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender Issue	NSS Home Science	Womans Day	8	119
Aids Awareness	NSS	AIDS Control	5	114
Swacch Bharat	EBSB	Seminar	4	47
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Expert Lecture	149	Nil	01
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	0
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	0
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1566355	1566355

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Soul 2	Partially	2	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38896	5004603	1281	322619	40177	5327222
Reference Books	7037	933628	443	79954	7480	1013582
e-Books	4000	0	0	0	4000	0
Journals	38	51204	0	0	38	51204
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Others(s pecify)	0	0	0	0	0	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-
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		is developed	content
Nil	Nil	Nil	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	38	1	2	0	1	2	6	0	0
Added	6	0	0	0	0	0	0	0	0
Total	44	1	2	0	1	2	6	0	0

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

5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=Mzkx

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1566355	1566355	327432	327432

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

The institution has established systems and procedures for maintaining and utilizing physical and educational support facilities- Laboratory, libraries, sports fields, computers, classrooms, etc. PWD supervises the maintenance of classrooms, laboratories and college buildings. The team of expert members examines all the proposed documents for the construction of the new hostel building. The parking area has been arranged for the physical condition and the infrastructure of the gardens has been verified at the college level. The files used in the office are kept in the working cupboard. And old files are kept in the Record room. Those that are not useful during physical verification are removed from the record room. Classroom: In most of the classrooms of the institution, new Green board, class furniture, LED projector is available according to the students. Classes are allotted to different attendants for the maintenance and regular cleaning of classes. Non-sanitary staff members also assist in cleaning and maintaining classrooms. Laboratory: - For the maintenance of laboratories in the institution, lab technicians are provided to each laboratory, for the use of labs, the girl students are sold in appropriate numbers and practical work is done. The computer lab is available only to

students who have opted for computer subjects while teaching. Also, stock registers are periodically updated for maintenance of laboratories. Library: - The library in the institution is well equipped. A well-planned time table is prepared for the distribution of Portuguese in the library, as a result of which students of the entire faculty can get books from equal opportunity. Separate registers are made for girls and teachers. The information of the books is updated periodically. Necessary budget is allocated for maintenance of books and for purchasing necessary books. Binding is done when a book gets burnt in the library. Sports and other facilities: - The playground is maintained by employees. The necessary sports resources are monitored periodically. Parking facility is periodically cleaned by employees and staff. The website of the college is regularly maintained and updated. Water facilities are sufficient. A RO for safe drinking water three watercolor facilities are available. Water storage tanks are periodically cleaned. There is a tube well and kupe in the college. Due to which water is supplied to the entire campus.

<http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=Mzkx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	All Scholarship	1654	10244590
b) International	0	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	18/12/2017	54	NSS

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Nil	0	0	0	0
2018	Nil	0	0	0	0

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
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		redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Nil	0	0
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	39	UG	PG	Govt. Girls College, Khargone	MA, MHSC, MSW
2018	0	0	0	0	0
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0
View File	

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

Activity	Level	Number of Participants
Single Dance Competition	College level	14
Duet Dance Competition	College level	12
Group Dance	College level	72
Flowers Decoration	College level	7

Hair Style Decoration	College level	10
Best Of Waste Competition	College level	10
Mehandi Competition	College level	17
Rangoli Competition	College level	13
Question Head Competition	College level	113
Clay Modeling Competition	College level	2
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nil	Nil	Nil	Nil	Nil	Nil
2018	Nil	Nil	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council is essential for better development of college.. It works in between students. They are the backbone of college, and works for college. It is a system of helping students. The objectives of council are to share the thoughts, interests and activities of students to the authorities and professors of college. Apart from for its activities, social programs, community projects, reforms of college and helping for required persons. The major importance of a student council is the valuable contribution in development of activities of college. To confirm their contribution in college committee, time to time. For example IQAC, NSS, Swami Vivekanand Career council Cell, Red Ribbon, Discipline and Anti-Ragging Committee, Female security committee, Library committee, Literacy and cultural committee and Teacher Guidance Committee etc. College authority tries to provide a better stage to the members of committee, and in future they claim their presence in national politics.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

48

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Faculty members are given representation in various committees/cells and allowed to conduct various programs and activities as per the instructions given principal. Faculty members are encouraged to develop leadership skills by being in charge of various curricular co-curricular and extracurricular activities. Appointed as coordinator and convener for organizing seminars/workshops/ conferences. The principal had committees to divide the work among the Professors The main committees were the IQAC, RUSA, World Bank, UGC, AF committee, purchase committee Discipline committee, Anti-Ragging committee and Scholarship Committee etc. The Academic council, IQAC and Member of Board of Studies have representatives of University, College, Society and students which ensures participative management.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	One teaching faculty of the college members of BOS of affiliating university and they do work of curriculum development as per the instruction of the university. IQAC ensures planned educational development. The management has active and lead role for implementation of feedback as well as proper action is taken after feedback collected form stack holder.
Teaching and Learning	The periodic teaching plan is prepared by the faculty in there dairies and revised as and when needed. In order to make the learning more effective, the following methods are adopted by the various departments :- Power Point Presentation, OHP Presentation, Lecture cum demonstration, Group Discussions, Class teaching by students, Visits and surveys relevant to topics, Guest Lectures.
Examination and Evaluation	As per MP State Govt. HED and University norms continuous assessment is done through tests, Assignments, Presentations and Project Demonstration. The students are evaluated on the basis of internal and external evaluation distribution of marks in given in the syllabus. Remedial classes' facilities are given

	to slow learner students.
Research and Development	Students and faculty are given opportunity of exposure to workshops, seminars and conferences to interact and learn, to encourage faculty members to apply for Minor and Major Research Projects, to motivate faculty members to pursue higher studies like Ph.D. To motivate the departments to conduct national level seminars, workshops, inter-departmental seminars on current and vibrant issues and publish research journals. The IQAC motivate the faculty member to participate in National, Inter National Seminar and Refresher, Orientation, Short Term Course Faculty Development Programmes.
Library, ICT and Physical Infrastructure / Instrumentation	Library has been updated to the latest version SOUL software 2.0 and the new section of the E-Library has also been updated. Library with reading room, computers with internet, photocopy and Wi-Fi facility. An Advisory Committee with a caretaker professor in-charge to look after the library. Free books and stationary are provided to the student of SC and ST category under Book bank scheme in the college.
Human Resource Management	The human resource ins managed well in the college. The shortage of faculty is compensated by employing guest faculty. The administrative work in divided in to various committees. The faculty and staff members are entitled to get all kinds of leave as per the norms of university and govt. made in this respect.
Industry Interaction / Collaboration	There is representation of industrialists in the academic council and IQAC these representative take active interest in the working of the college. The student of PG final year also go for internship, the records is kept by their respective department also fields visits are arranged in factories whenever required. An MOU was signed between the college and Urja Vikas Nigam, Bhopal in the session 2017-18
Admission of Students	As per Guidelines of Higher Education Department (M.P.), the admission process is done online process since year 2011 -2012. Admission Committee is formed for smooth functioning of student's admissions, proper guidance

is given to students for their admission documents are verified. Admission, in UG, PG, programmes is given through the merits bases with full transparency. Reservation policy is also followed in the admission process.

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

E-governance area	Details
Planning and Development	Proposals of various developments in the college are prepared and send through e-mails to the higher Authorities for the approval.
Administration	All important information is displayed on the college website. Major directives, rules regulations are given through emails and displays on the websites of the Higher Education Department (M.P.)
Finance and Accounts	-IFMIS and Tally software used for database of financial accounts of the college. -Online salary payment of staff though IFMIS. -Online deposit of PF and TDS -Online payment of other reimbursements to staff -Online collection of dues from students other than fees. -Online pay-slips and leave records of staff.
Student Admission and Support	As per Guideline of Government of Madhya Pradesh Higher Education. The admission process is online process since year 2011-12 admission to the, UG, PG, programmes are done through the merit base ensuring full transparency in the admission process. The Institution provide support to students in the form of :- Online Scholarships - Gaon ki beti, prathibha kiran CM meghavi yojna, post metric scholarships . aawas yojna etc.
Examination	Online examination forms. Admit cards, result declaration and examination time-table. The marks of Project and CCE are sent to affiliate university Indore online by college. Final exam results of the students are uploaded on university's website.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
2017	Nil	Nil	Nil	0
2018	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Nil	Nil	Nil	Nil	Nil	Nil
2018	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course on Pedagogy of science , Humanities and Technology	1	08/09/2017	28/09/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	3	3	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The various welfare schemes available for teaching staff in the college: Pension, GPF, Gratuity, Leave encashment on retirement and Research work, Maternity, Paternity leaves, Green card benefits, Loan facilities, Medical reimbursement etc. Group Insurance Scheme for teaching.	The various welfare schemes available for Non teaching staff in the college: Pension, GPF, Gratuity, Leave encashment on retirement and Research work, Maternity, Paternity leaves, Green card benefits, Loan facilities, Medical reimbursement, and Grain Advance etc. Group Insurance Scheme for non	The welfare schemes made available to the students by the institution are different kinds of scholarships available for SC, ST, OBC, differently abled students, and girls under different schemes like Pratibha Kiran Yojana, Gaon ki Beti Yojana, medhavi chhatra (Scholars scholarship), etc. book bank and stationery

teaching.

scheme for SC and ST students. Girls are provided insurance and First aid facility in the college.

6.4 – Financial Management and Resource Mobilization

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

The institution has a mechanism for both internal and external financial audit. External audit is done by accountants of A.G.M.P. and Government Department of Higher Education, Govt. of M.P. The audit team sent by the government examines the expenses done from funds generated through fees, amalgamated funds, UGC grants, contingency fund and grants received from governments under different heads. Internal audit is done by Audit inquiry committee senior faculty members is constituted which inquires regularly and submits the report to the principal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Department of Higher Education of M.P. Govt.	Yes	Principal and HODs
Administrative	Yes	Department of Higher Education of M.P. Govt.	Yes	Principal and HODs

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

The College does not have a formal Parent Teacher Association. However, the college ensures a healthy interaction with the parents. Parents-Teachers Meetings (PTM) is organized by college level in the beginning of each Year. In these meetings in addition to the resolution of individual problems of the students, issues like improvement in the institution, educational system, students benefit policies etc. are discussed. Parents are also apprised of their ward's progress in the institution. The college takes due action on the valuable suggestions provided by the parents.

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

Computer Training Programmes are organized in the college and by the department of higher education. Other specific trainings are provided to them as per the

instructions of the department of higher educations.

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

Water Harvesting System: For ground water recharging water harvesting system is installed on the roof of all the buildings of the college is being proposed.
Solar Power Panels: For the production of green energy and energy conservation solar power plant setup on the rooftop of the College buildings. MOU's and
Collaboration: Try to sign MOU with various institutes of national and international repute

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Cleanliness Week	04/08/2017	04/08/2017	10/08/2017	148
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women's Protection Week	05/07/2017	11/07/2017	196	9

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

Percentage of power requirement of the University met by the renewable energy sources
- The institution uses LED lights in classrooms. - Energy efficient fans and lights are installed in classrooms and hostels. They are switched off when not in use. - Classrooms have sufficient cross ventilation and light to minimize the use of electricity. - Different dust bins are used for disposing the biodegradable and non- biodegradable waste. - Public campaigning and awareness creation programmes for sustainable development and eco-friendly life style are practiced in the campus. e.g. Street Plays, Walkathon, Poster display and Rallies etc.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	0
Ramp/Rails	Yes	3

Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	05/07/2017	7	Women's Protection Week	Awareness Program	196
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct	14/07/2017	The college functions under the Dept. of Higher Education Govt. of M.P.. The code of conduct for various stake holders is regulated by the state government. The state government follows all the rules and regulations given by UGC. The college adopts all the measures published in the Gazette of India to maintain the standards in Higher Education. Besides this the college has developed five policies: Green Policy Anti Ragging Policy, Women empowerment policy, Values professional policy.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teachers Day	05/09/2017	05/09/2017	48
Mahatma Gandhi	02/10/2017	02/10/2017	57

Jayanti			
World Human Right Day	11/12/2017	11/12/2017	53
World Womens Day	08/03/2017	08/03/2017	45
World Yoga Day	21/06/2017	21/06/2017	39
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

In College we inspire the girls for make eco friendly. Some initiatives are as follows:- 1) Trees plantation activities conducted on the courtyard of college in regular activities of N.S.S Units. 2) For cleanliness and beauty of Courtyard of college, Donation of labor and removing the spontaneous and weed plants by regular Unit of N.S.S. 3) Solid waste management, office papers are regularly given to process further cycling/Use, use of electric mode of noting instead of paper pen mode to reduce paper uses. 4) Liquid waste management, proper out-flowing of waste water to drainage.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

01. Waste management. 02. Student Dress Code 03. Plantation

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=Mzkx>

7.3 – Institutional Distinctiveness

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

In College we inspire the girls for make ECO friendly. Some initiatives are as follows:- 1) Trees plantation activities conducted on the courtyard of college in regular activities of N.S.S Units. 2) For cleanliness and beauty of Courtyard of college, Donation of labor and removing the spontaneous and weed plants by regular Unit of N.S.S. 3) Solid waste management, office papers are regularly given to process further cycling/Use, use of electric mode of noting instead of paper pen mode to reduce paper uses.

Provide the weblink of the institution

<http://www.mphighereducation.nic.in/InstitutePortal/Default.aspx?InstId=Mzkx>

8.Future Plans of Actions for Next Academic Year

Research Project Proposals are ready for submission to UGC and other funding agencies. Motivational Awards to acknowledge Teachers and students achievements in Academics and extracurricular activities. Expert lectures by renowned subject experts to enhance quality of teaching. Creation and implementation of Departmental Academic Activity Planner by Teaching departments. RUSA Project Proposals are ready for submission to RUSA.