

## Annual Report 2017-18

### Part I

#### 1. The Principal's Report (2 pages)-

Government College Tal, 70km from District Headquarters Ratlam Far and jaora, Alot, Nagda 28,17,36 km, respectively. Located at the distance of There is a temple of ancient Vishnu ji in Tala Nagar, as well as many views are present in Ambe Mata Pragan. 8km from the city In the northeast there is a famous Mahadev temple in Munnia and 7 km. The temple of Bhadwa Mata Kishangarh is situated in the east and Watwadiya Hanuman ji in the southwest, and 20 km north-west. Far Joganya Mata Temple is famous for the same 15 km. Jain pilgrim is located Ashtapad

The Government College Tal is located in Tal nagar of Alot Tahsil of Ratlam District, Tal nagar is situated on the banks of Chambal river and there is a city council quadrant. Government college tal, Madhya Pradesh government deals with higher education department and Vikram University Ujjain.

Seeing the problems of the residents of the region and students, the Chief Minister of Madhya Pradesh, Honorable Mr. Shivraj Singh Chouhan had announced the same college. And local members like Mr. Sanjay Banti Palliya, Smt. Shweta Sanjay Pallia, Mr. Raju Maheshwari, Mr. Navin Mehta, Mr. Bankat Rathore, Mr. Dilip Rathore, Mr. Pawan Modi, Mr. Manish Rathore, including all the councilors, dignitaries and principals Abdul Nasir Khan etc. Given the continuous demand, the Government of Madhya Pradesh established this college.

The establishment of this college has greatly benefited the regional residents. In this college enclosure, 10 Higher Secondary school's is located. From where thousands of students had to go to study elsewhere. And most of the students left the school due to the distance of the college, especially in which the girls were forced to leave studies. Today the number of girl students is higher in this college

The establishment of the government college Tal, was started in 2014 and the academic work started in this college in 2015-16. For the operation of the college, the Government Primary School No. 01 of the kitchen has 02 hall and 2 small rooms; Principal of the college, Principal Dr. Sanjay Wate and Nagar Panchayat Chairman, Representatives and councilors, including dignitaries and officials, employees were selected.

College start date today Prof. Bharat Singh Maida is in charge of the Principal and here also a Professor (Prof. Rajesh Maida) is also working from the beginning in Hindi subject and one assistant grade-2, 2 employees of contract out-source, 06 guest Faculty are posted.

In the 2015-16 session, 76 students took admission in the college, which was held in this session. In the last year, it is studied and 108 students in session 2016-17 and 130 students have enrolled in this session. Currently the total enrollment number is 314.

The result of the college result was 90.96% in the 2016-17 session. Also, in the college, regular activities of the National Service Scheme, special camp, Swami Vivekananda Career Program, e-Shakti The programs, programs of the Red Ribbon Club, and personality development were completed in the college, all activities determined by the government. All the 76 students eligible for the previous session were distributed smart phones under the chairmanship of MLA Jitendra Gehlot. Smart phone delivery of 2016-17 is still to be done.

## 2. Overview (1 page)

RUSA is a Centrally Sponsored, Composite and Comprehensive Plan for Standardized Financing for achieving goals of expansion, fairness and excellence to State Universities and Colleges. The objective of this scheme is to provide relevant and value-based education to improve employment efficiency. It is envisaged to try to influence the person through the positive education of knowledge, behavior and skills through this scheme. Thus, the purpose of this scheme is to improve the education of higher education through reforms in the governance of institutions and academicians.

Madhya Pradesh has given its consent to participate in the RUSA (RUSA) scheme [65% Central Assistance and 35% State Participation] in order to strengthen the development of an innovative education, environment, infrastructure, opportunities for capacity building Could be expanded.

- Upgradation of existing autonomous colleges in universities
- Conversion of colleges to cluster universities
- Infrastructure Grants for Universities
- New model college (general)
- Model of existing degree colleges upgradation in colleges
- New college (professional)
- Infrastructure grants to colleges
- Upgrades in research, innovation and quality
- Initiatives for fairness
- Faculty recruitment
- Faculty improvement

- Commercialization of Higher Education
- Leadership development of academic administrators
- Institutional restructuring and improvement
- Capacity building and preparation, data collection and planning

### 3. Senior Management Team and Board of Governors (1 page)

Government College TAL is located in TAL town of Ratlam district of Madhya Pradesh. This college is the study center for boys and girls. It has been established by Madhya Pradesh government in 2014 and the government has provided 4.0 hectares of land for the construction of the college. And 6.5 crore is allocated for construction of building. P.I.U. Construction work is being done by.

Principal of Government College TAL Apart from Professor Bharat Singh Maida, Prof. Rajesh Maida, Shri Narendra Singh Rathore, Shri Vikas Parmar, Shri Suresh Chandra Kumavat etc. are working. Guest faculty is also working on vacant positions. In the second session 184 students have been registered in this college.

<b>Admission Statistics (1 page) Applications</b>	<b>UG</b>	<b>PG</b>	<b>PhD</b>
Applications that ranked the college as the 1 <sup>st</sup> preference	The first examination result of the UG level will be declared in the session 2017-18.	NA	NA
Applications that ranked the college as the 2 <sup>nd</sup> preference		NA	
Applications that ranked the college as the 3 <sup>rd</sup> preference		NA	
Total number of applications received	<b>314</b>	NA	NA
Number of students admitted	<b>314</b>	NA	NA

Data Source: E-pravesh portal, records of the affiliating university.

#### 4. Academic Programs: Core Programs - UG & PG

##### Core programs at UG level

Stream	Name of the Core Program	Eligibility	Optional subjects
Arts	Bachelor of Arts	10+2 from a recognized Board OR 10+2 with relevant vocational course from M.P. Board	Foundation course + a group of 3 optional subjects

##### Core Options at PG level

Faculty	Name of the Core Program	Eligibility	Subject Options
NA	NA	NA	NA

##### M.Phil/ Ph.D. Programs

S.no.	Subject	Eligibility	No. of scholars registered
1	NA	NA	NA

PG Diploma/ Diploma/ Certificate/ Self-financed/ Skill based Vocational/  
Short term courses

Name of the Course	Department	Duration	Fees	Seats
NA	NA	NA	NA	NA

5. Academic Calendar 2017 – 18  
(Effective for all classes)

Academic work	First / third / fifth semester	Second / Fourth / Semester Semester
Initial classes / zero classes / SWAT analysis	01 July To 08 July 2017 (07 Working day)	26 December 2017 (01 Working day)
Academic and continuous overall assessment	10 July To 02 November 2017 (93 Working day)	27 Dec To 18 April 2018 (92 Working day)
CCE Work	September Third weak	March Second weak
Pre-preparation leave exam	02 nov To 08 Nov 2017 (Total 07 day)	19 April To 21 April 2018 (Total 03 day)
Experimental examinations (Graduate and Postgraduate Classes)	10 Nov. To 14 Dec. 2017	23 April To 26 May 2018
Semester and ATKT exam	15 November To 21 December 2017	28 April To 26 May 2018
Announcement of examination results	31 December 2017 till	15 Jun 2018 till
Semester interval break For the students	15 December to 23 December 2017 (09 days)	28 May To 30Jun 2018 (34 days)
Semester interval break For the Proffesor	15 December To 23 December 2017 (09 day)	28 May To 15 Jun 2018 (19 day)

- Student organization : August/September – 2017
- Sports / Youth Festival / Other activities (one week) : October 2017
- Deepawali Holiday : 17 October To 21 October 2017
- Annual Festival / Award Distribution : 2018 (Maximum of 04 days)  
and Annual Magazine Publication and Release

## 6. The Student Experience (4 pages)

All the students who took admission in higher education had to face many problems due to lack of college in Tal Nagar. And more than half of the students did not even enter higher education or left studies in between. Because there was no college, the students had to go far apart. Because of this, the guardian classes too were hesitant to continue their children's education smoothly. Especially the guardian's guardian.

As soon as the Government College opened in TAL Nagar, the residents were very happy and students of 10 higher secondary schools were very happy about this college. And with great enthusiasm, students took admission in the college. Enrolling registration in the college itself is a witness which is continuously increasing. At present, the second session is underway, the registration number has reached 314 whereas only the arts faculty classes are operated here. If the science and commerce faculty is opened here, this number can be more than three times and students will not have to travel for study elsewhere. Today the students admitted in the art faculty are feeling very good here. All the students are feeling good by learning from the government-run syllabus, such as the National Service Scheme, through the National Service, Red Ribbon through Health Awareness, Personality Development Cell, to understand the importance of Personality Development Through the career guidance program, learning from different beneficial program colleges including their own career building, all the students are doing other good experiences.

All these students are getting an education degree, they also get good results. After completing the degree, all the academics are moving forward towards building their own bright future, as well as being at the local level, students and their parents are also experiencing a good experience and all hope is that in the near future all the faculty will be established here. Even today, more than half of the students who are migrating abroad should not stay away from other places.

## **7. Student Achievements (5 pages)**

The college was established in 2014 and in the beginning session 2015-16. Students have achieved many achievements in these Three sessions, along with studies, the students have assimilated the importance of social service, nation service, public awareness programs, national festival, and ways of celebrating etc. Besides, along with better examination results, students have participated in the activities of participants Are also performing well at higher levels such as National Service Scheme, including various platforms. This college is a self-service officer of National Service Scheme. Nirmala Malviya represented Madhya Pradesh by participating in the 22nd National Youth Festival, Greater Noida, from 12.01.2018 to 16.01.2018!

## **8. Research Activities (4 pages)**

Research project work is unsure in the session 2017-18 as no new research activity is being conducted due to new college.

## **9. Human Resources (2 pages)**

Human Resource Management (HRM) is a skillful and consistent approach to managing the assets of one of the most valuable assets of an establishment - those who are working there and are contributing in the achievement of business and objectives in a personal and collective way. The term "human resources management" and "human resources" (HR) have been replaced by the term "personnel management", which explains the processes involved in managing people in the establishment. [1] Meaning of HRM in general To give employment to people, develop their resources, use them, keep their services in line with the need of work and the need and in return (maintenance) compensation is to be given.

But these traditional expressions are rarely seen in theoretical rule. Many times, employee and industrial relations have also been listed as susceptible synonyms, [4] although they are usually referred to for management and management of employees and for dealing in employees' company.

Theoretical discipline is primarily based on the assumption that employees are individuals who have different goals and needs and should not be

thought of as basic business resources like trucks and filing cabinets. A positive attitude is adopted towards the employees in this area, assuming that almost all employees desire productivity contribution in the enterprise and the main constraints in their efforts are the lack of knowledge, inadequate training and the failure of the process.

Newbie professionals working in the field of Human Resource Management (HRM) are seen as more innovative approaches than the traditional approach of management. Its techniques force managers of an enterprise to express their goals in such a way as to It should be done in such a way as to be understood and adopted by the employees and to provide them the necessary resources for successful execution of fixed tasks. Thus when HRM techniques are implemented properly, they are indicative of the effect of the enterprise's goals and overall operating practices. Many people in the HRM play an important role in reducing risks in establishments.

The aim of Human Resource Management is to help employees to maintain, maintain, and manage their skills effectively in an organization. The appropriate word here is probably "planning", e.g. Looking for an HRM approach is to ensure planning between the employees of an establishment and the company's overall diplomatic direction.

The basic premise of HRM's academic theory is that man is not a machine, so we need to examine the internal discipline of the people at the workplace. Fields like postmodernism, industrial engineering, industrial, judicial / seminary studies and institutional psychology, industrial relations, sociology and key principles: postmodernism, post-structuralism play a major role. Many colleges and universities have undergraduate and post-graduate courses in human resources management.

There are different types of careers available in HRM. HRM has many jobs related to information such as Human Resources Assistant. There are employment, recruitment and placement planning in the career, which are usually organized by interviewers, EEO (Equal Employment Opportunity) specialists or college employers. Training and development expertise is often conducted by trainers and orientation experts. Compensation and interests are handled by compensation analysts, wage administrators and profit administrators.

Various activities in the functions of Human Resource Management (HRM), in which this important decision is mainly about how many staff you need and whether to meet those requirements, need to take service of employees on independent contractors or hire, recruitment and



Ensuring best employee training, high performance, dealing with issues of performance and managing your employees and management. Methods include ensuring conformity with the rules. Activities include management of employee's interests and compensation, employee records and your access to personnel policies. Generally small businesses (profitable or non-profitable) have to do these activities themselves because they are currently unable to afford full-time or short-term assistance. However, he should always be sure that the employees were aware of the personnel policies according to the existing rules-and live. These policies often remain in the form of employee manuals which all employees have.

### 10.Events and Initiatives (5 pages)

Government College Tal has given good results by participating in many competitions from the initial session, along with the achievement of education, through development of personality through social services and social service has contributed significantly in education. 15 students of the college have got district-level National Service Scheme Programme organized by doing good work in lead college Ratlam. Encouraged in various activities of National Service Scheme in the above camp. Gram Panchayat Negrun by organizing and organizing Sanitary Campaign, Voting Awareness Campaign, Beti Bachao Abhiyan, Beti Padhao Abhiyan, Honey Prohibition Campaign, Smokeless Campaign, etc. by participating in a seven day special camp organized in the same village Negrun. Made all citizens aware of For this, the volunteers organized awareness rally, Shramdan, street drama, and home-home, to make citizens aware by making intensive contact. This college is a self-service officer of National Service Scheme. Nirmala Malviya represented Madhya Pradesh by participating in the 22nd National Youth Festival, Greater Noida, from 12.01.2018 to 16.01.2018!

Through the same activities, through the routine activities, all the citizens of the city council are aware of the above activities. Apart from this, participating in departmental disciplines performed excellent.

The result of this college has been more than 90%. Students will still be able to get a degree, in the remaining years 2017-18.

## 11. Institutional Development plan (4 pages)

1. Establishing and maintaining a tracking system
2. Introduction of Value Added Courses to attract students and thereby increase in students' employability.
3. Entrepreneurial skill training is required for improving self employment avenues.
4. To organize expert lectures to students on contemporary and emerging areas of job market.
5. To provide study material to the students for the preparation of competitive exams
6. Improving sports and gym facilities.
7. Introduce and run personality development workshops

To achieve the above goals, budget allocation was required at the government level but due to the existence of new college, the amount was not released for all the above targets. Madhya Pradesh government has provided 4.0 hectare land for the construction of the college building, as well as Rs 6.5 crore for the construction of the building. PIU has been allotted on the allotted land. Building work is in progress The same World Bank has announced a grant of Rs. 15 crores for advanced development, which has been done in advance, in which the advanced development of the college campus will be done. The above mentioned letter was given to the college by the word ward bank was published in newspapers. . Apart from this, no other amount has been allocated to this college whereas there are many goals as mentioned earlier in this college. Those who need to be completed

Indicator*	Baseline Value	Target for [current year]	Value as on 30 <sup>th</sup> September [current year]
Percentage of Sanctioned seats in the 1 <sup>st</sup> year filled (undergraduate, all categories)	132	130	130
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (undergraduate, all categories)	108	94	94

## 12. Innovations and Best Practices

The students who got admission were given an opportunity to learn from many innovations of innovation, which was not known to the students till date, on the basis of college programs, the students got the best route. Students in the Semester Method have knowledge of internal examinations and external examinations. Meet multipurpose programs such as group discussion, presentation, thought platform, personality development, career creation, etc. Also get new directions for upcoming opportunities. All these guidelines have developed the development of a new concept among students. Today every student is feeling good in itself

Keeping in mind the various competition examinations, the teacher classes are also teaching the students with the best tools. From which students can earn their degree and get out for the service.

## 13. SWOC Analysis (strength , weaknesses, Opportunity and Challenges

All the students studying in the college set up in the past year are feeling themselves strong because it is very useful for competitive examinations as well as for competitive examinations at the UG level like State Service Examination Union Public Service Examination Staff Selection Commission Preparation of various examinations including examination, along with this course is also being done

With no adequate availability of the new college, the resource college is not available to the students, the students are feeling a few weaknesses, such as building a career in the field of adequate quantity of books, magazines, newspapers, e-library, Some weaknesses are feeling in it, yet every possible college has been trying to get the maximum benefit students could earn in order to reduce the above weaknesses. Because of the semester system, due to repeated examination of the students, the students are feeling weak. The college has been continuously trying to solve the above problems on time and should be given maximum benefit to the students.

Students taking admission in the college are getting many opportunities to build their career, after getting education, getting employment in government services, working in social service, getting ready for nation service and opportunities for advancement in various professions. Etc. With the opportunity education, the students are achieving these goals, by determining these goals, Support is given to students.

In the city where the college is located, many problems , including electricity, telecommunication, have to face the collapse of the college family, along with 70 km from the district headquarter. Even away, the modern facilities are delayed in realization. The railway line also does not pass through this town, which also delays the receipt of the properly. Even due to communal clashes, the students of the college are constantly interrupted in the study. Physical incidence also students study study Somebody in the block says something like this.

#### 14. Looking Ahead (3 pages) Future Plans

Government college tal family is going ahead with future plans of the college students and students hoping that along with the arts faculty, the faculty of science and commerce open here and in the near future, along with postgraduate classes, business courses are also open in this college. The development of this area can be increased. Future Post Graduate can make their golden future.

And the college is also constantly trying to establish that this institution will be a high and multipurpose institution. And every student getting education here should go to some area and do excellent work so that the region can develop more and more of the state.

15. Appendix: Institutional Performance Data and Financial Reports  
**Gap analysis for understanding and aligning with DHE goals**

**1. Access**

	<b>Desirable Goals for the state</b>	<b>Present Performance in MP</b>	<b>Institute Present Performance</b>	<b>Gaps</b>
Percentage of female students in the college	48%	40.83	46.35	1.65
Percentage of SC students in the college	16	19.08	19.34	-
Percentage of ST students in the college	20	6.84	0.00036	19.99964
Percentage of PHI students in the college	3		0.00	3
OBC students in the college	14	37.05	50.00	-
Other minorities /disadvantaged categories				

**2. Enrolment**

	<b>Desirable Goals for the state</b>	<b>Present Enrolment in MP</b>	<b>Institute's Present Status</b>	<b>Gap</b>
Under Graduate Increase in strength (enrolment)	Increase enrolment by 50,000 from present strength		15.74% increase in seats in 2017 over 2016	
Capacity utilization of sanctioned strength	90%	73%	94.69 % 132 is sanctioned strength for 1 <sup>st</sup> year	
Post Graduate Increase in strength (enrolment)	Increase enrolment by 10,000			

### 3. Equity

		Institute Performance	No. of applicants in the college	Gaps
No. of students receiving Financial Support (scholarships, fees waivers)	No. of Male students(post metric scholarship)	107	107	
	No. of Female students	50(GKB)+42	92	
	No. of SC students	53	53	
	No. of ST students	10	10	
	No. of PHI students			
	No. of Rural students			
Hostel capacity – No. of students that can be accommodated in hostels managed by the college	No. of Male students			
	No. of Female students			
	No. of SC students			
	No. of ST students			
	No. of PHI students			
	No. of Rural students			
	No. of students having access to Special Remedial Classes (specially organized for SC, ST, Rural)	NIL		
	No. of students having access to Special orientation sessions for SC/ST ,Rural	NIL		
	No. of students having access to Special Mentoring	NIL		
	No. of students having access Special Counselling	Students are counselled by teachers in the class and special lectures organized by career guidance cell		
	No. of students having access to Book Banks			

#### 4. Excellence

- For Male Students

	Desirable Goals for the state	Present Performance in MP	Institute Performance	Gaps
On time graduation UG	50%	25%		
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr UG	60%	19%	75.71%	(-)15.71% In this case as the institute's performance is higher than the goals of the state, there is no gap -
On time graduation PG				
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr PG				

- For Female Students

	Desirable Goals for the state	Present Performance in MP	Institute Performance	Gaps
On time graduation UG	50%	38%		-
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr UG	60%	38%	76.95%	(-)16.95% In this case as the institute's performance is higher than the goals of the state, there is no gap
On time graduation PG				
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr PG				

- For OBC Students -

	<b>Desirable Goals for the state</b>	<b>Present Performance in MP</b>	<b>Institute Performance</b>	<b>Gaps</b>
On time graduation UG				
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr UG			78.23%	
On time graduation PG				
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr PG				

- For SC Students -

	<b>Desirable Goals for the state</b>	<b>Present Performance in MP</b>	<b>Institute Performance</b>	<b>Gaps</b>
On time graduation UG	40%	26%		
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr UG	45%	21%	78.88%	(-)33.88% In this case as the institute's performance is higher than the goals of the state, there is no gap
On time graduation PG				
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr PG				



● For ST Students -

	<b>Desirable Goals for the state</b>	<b>Present Performance in MP</b>	<b>Institute Performance</b>	<b>Gaps</b>
On time graduation UG	35%	19%		
Transition rate from 1 <sup>st</sup> yr to 2 <sup>nd</sup> yr UG	25%	10%	90%	-

**4. Governance Systems**

	<b>Desirable Goals for the state</b>	<b>Present Performance in MP</b>	<b>Institute Performance</b>	<b>Gaps</b>
Publishing annual report in prescribed format	All colleges should be compliant	30%	Yes	
Satisfaction Survey conducted for 1. Students 2. Faculty 3. Other employees	All colleges should conduct survey for all the stakeholders		Not conducted	
Satisfaction scores of the Survey conducted 1. Students 2. Faculty 3. Other employees	80% 80% 80%		No	
Accounting software (common) with uniform chart of accounts	Should be present in all colleges		Not available	
All accounting positions to be filled with qualified persons	All colleges should be complaint		Concerns with DHE	
Responding to all audit objections	All colleges should be complaint	50%		
Monitoring and Evaluation of Infrastructure	Should be present in all colleges			
IT portal	Present in all colleges		The college maintains and updates its website.	

Full time staff in PD	Present in all colleges		No	Required
Providing complete AISHE data	All colleges should provide complete data		Yes	18.01.2018

Buildings :

The college has been established in the year 2014 and the college is currently running in 05 rooms of the Kitchen Shade of Government Primary School No. 01, in which there is an office, a library, and three rooms are being installed in the rooms. Government has provided 6 acres of land for the college and has allocated Rs. 6.5 crore for building construction. The tender for construction of the building has also been completed and the initial work has been started by the construction agency.

This college has no toilet facility for women and men, nor is the teacher house available for hostel and teacher residence.

**Note on Gap Analysis:**

- The details provided under desirable goals for the state is only indicative based on our assessment /estimate.
- Present performance in MP is to be assessed by you if not provided. If the same cannot be assessed, please leave it blank.
- Institute performance is for the enrolment in the year 2018.
- On time graduation for UG students implies the percentage of total no. of UG students enrolling in year 2015 (in 1 year) passing out in year 2018.

**Self-Assessment for Need Analysis**

**2.1. Curriculum Excellence**

Sl. No.	Description	
1	When the curriculum was updated last?	Year:2017-18
2	How frequently (time duration) the updating is done?	3 to 4 years
3	Does the curriculum include A. Skill development B. Enhancing Employability C. Generating interest among students for learning higher courses	Career Guidance Cell every year organizes skill development courses for the students

	D. Any other, Please Specify.	
4	Placement (2017-18) I. Percentage of students employed after completion of course II. Percentage of Students progressing to Higher Studies	Placement Cell exits but formal tracking system is not adopted. 20% students get admission in higher studies.
5	Ratio of student enrolment for each programme with the total enrolment.	B.A.
6	Mention the top programmes opted by the students	B.A.

## 2.2. Pedagogical Excellence

Sl.No.	Description	
1	What are the teaching-learning systems currently followed in the institution? (for example, IT enabled learning, traditional method, Experiential method, Team Problem solving, etc)	Mostly traditional chalk based and lecture method is followed. IT-enabled learning is provided in some classes for clear better understanding of few topics. Experiments are conducted in labs.
2	Whether practical orientation in relation to teaching- learning system is given to students?	Yes in practical subjects students conduct experiments in the labs for better understanding of core concepts taught in the theory classes.
3	What are the pedagogical tools (Presentation, Demonstration, Field study, Survey, Role Play, Case Study, and Simulations etc.) used for teaching students?	Presentation and Survey tools used for teaching.
4	Does the institution conduct regular industry-academia interface? If yes, Mention the number during 2016-17	No
5	What are the innovative teaching practices (like- smart classroom, conferencing, etc) are adopted in the institutes?	No
6	a. Does the Institute have the practice of collecting feedback from students? b. Does the institute implement the suggestions from students' feedback for improving pedagogy?	a) Yes. Institute have feedback system. b) Students feedback is analysed by IQAC. The suggestions for improvement of teaching –learning and basic facilities for the students are conveyed and implemented.

### 2.3. Academic Administration

Sl.No.	Description	
1	Does the institute have academic calendar for the year?	Yes
2	Does it follow academic calendar strictly?	Yes
3	Does the institute have following systems: a. Mentoring system b. Proctorial system c. Tutorial system d. Counseling system	Yes Yes No Yes
4	Whether detailed lesson plans are given to students?	Yes
5	If yes, Is the lesson plan followed strictly?	Yes
6	What type of monitoring system is followed for completing course within set timeframe?	Syllabus is uniformly divided in the academic session and teachers prepare day-wise teaching plan and maintain a day wise teaching diary, which is checked by the principal in the 1 <sup>st</sup> week of every month.
7	What type (monthly, quarterly, biannually, annually) of attendance management system is followed in the institute?	Monthly
8	What type of feedback system is used for appraising the performance of faculty members? a. 360 degree b. Students' feedback c. Self-appraisal d. CCR	Teachers get time –scale promotion base on confidential report of the principal regarding his/her performance.
9	Is the rating communicated to teachers for improvement?	No. The institute does not have any rating system for teachers. However students give their feedback twice in a year which is analysed by IQAC and conveyed to the teachers for improvement through principal.

## 2.4. Examination Reforms

Sl.No.	Description	
1	What type of examination pattern followed in the institution? a. Annual b. Semester c. Any other, Please specify	Annual –I st year UG courses from 2017-18 Semester system in UG 2 nd , 3 rd year
2	What is the question patterns followed for examinations? a. Objective b. Subjective c. Any other, Please specify	Objective, Subjective (very short, short and long questions type papers are followed.
3	Whether practical examinations are integrated with the examination system?	Yes .
4	Whether Case study/ presentation are part of the examination system?	Yes , presentation is one of the mode of CCE (continuous comprehensive evaluation)
5	What types of reforms are required in the present examination system?	College is affiliated to Vikram university Ujjain
6.	Is the examination system a continuous one? If yes, Please mention in detail	Yes CCE is conducted once in every Semester followed by theory examination.
7.	Is the evaluation system computerised?	No
8.	What is the days' gap between completion of examination and publication of result?	One month
9.	Should the gap be reduced?	No
10.	If Yes, Please suggest how?	Not applicable.

### **BRIDGING THE RESOURCE GAP**

Sl.No.	Discretion of Activities	Resources required for the activities	Resources available for the activities	Resource Gap
1	Improvement in infrastructural facilities	6.50	NIL	100%
2	Books , Journals & Equipments	0.10	NIL	100%
3	Creation of Virtual Classrooms for online sessions from MOOCs	0.01	NIL	100%
4	Educational visit /tours /visit to industries /excursions	0.05	NIL	100%
5	Faculty Development – Training Programmes	0.15	NIL	100%
6	Subject wise remedial classes	0.025	NIL	100%

7	Identifying poorly performing students	0.015	NIL	100%
8	Up-gradation of Library and library facilities	0.10	NIL	100%
9	Establishing and maintaining a tracking system	0.01	NIL	100%
10	Introduction of Value Added Courses to attract students	0.10	NIL	100%
11	Entrepreneurial skill training	0.05	NIL	100%
12	To organize expert lectures to students	0.015	NIL	100%
13	To provide study material to the students for the preparation of competitive exams	0.015	NIL	100%
14	To Improve sports and gym facilities.	0.10	NIL	100%
15	Introduce and run personality development workshops	0.015	NIL	100%
16	To improve Equity & Hostel	4.0	NIL	100%
17	To Improve Institutional Governance System	0.07	NIL	100%
18	Making the Campus more Eco-friendly	0.30	NIL	100%
19	Office Automation and digitalization	0.10	NIL	100%
20	Community development services	0.01	NIL	100%
	Total	11.735	NIL	100%

## Part II

Appendix: Institutional Performance Data and Financial Reports (all part II data kindly fill in attached excel sheet )

### 1. Sanctioned seats and enrolment

<b>(a) Sanctioned Seats</b>					
	SC	ST	Other Reserved Categories	General	Total
Undergraduate	53	10	137	74	274
Postgraduate	-	-	-	-	-
PhD	-	-	-	-	-

Data Source: AISHE

<b>(b) Enrolment</b>							
		Undergraduate			Postgraduate		PhD
		Year 1	Year 2	Year 3	Year 1	Year 2	
SC	Male	19	10	05	-	-	-
	Female	07	08	04	-	-	-
ST	Male	04	03	01	-	-	-
	Female	02	00	00	-	-	-
Other Reserved Categories	Male	39	24	12	-	-	-
	Female	25	27	10	-	-	-
General	Male	14	05	11	-	-	-
	Female	20	12	12	-	-	-
Total	Male	76	42	29	-	-	-
	Female	54	47	26	-	-	-

Data Source: AISHE-

<b>Number of sanctioned seats by discipline group and enrolment in the 1<sup>st</sup> year as on September 30<sup>th</sup> [current year]</b>				
Discipline Group	Undergraduate		Postgraduate	
	Sanctioned Seats	Enrolment	Sanctioned Seats	Enrolment
Arts	132	130	-	-
Commerce				
Criminology and Forensic Science				
Cultural Studies				
Defence Studies				
Design				
Disability Studies				
Education				
Fashion Technology				
Fine Arts				

Fisheries Science				
Foreign Languages				
Gandhian Studies				
Home Science				
Indian Languages				
IT & Computer				
Journalism and Mass Communication				
Law				
Library and Information Science				
Linguistics				
Management				
Marine Science and Oceanography				
Oriental Learning				
Physical Education				
Religious Studies				
Science				
Social Science				
Social Work				
Women Studies				

Data Source: AISHE

2. Transition and on-time graduation

<b>(a) Transition from the 1<sup>st</sup> year to the 2<sup>nd</sup> year (Undergraduate)</b>				
		Number of students admitted to the 1 <sup>st</sup> year in [the previous academic year] (*)	Of (*), the number of students currently enrolled in the 2 <sup>nd</sup> year who:	
			Passed all subjects in the 1 <sup>st</sup> year	Were Allowed to Keep Terms
SC	Male	12	10	-
	Female	9	08	-
ST	Male	03	03	-
	Female	00	00	-
Other Reserved Categories	Male	30	24	-
	Female	33	27	-
General	Male	05	05	-
	Female	16	12	-
Total	Male	50	42	-
	Female	58	47	-

Data Source: AISHE, examination results declared by [affiliating university/autonomous college]

<b>(a) Transition from the 1<sup>st</sup> year to the 2<sup>nd</sup> year (Postgraduate)</b>
--



		Number of students admitted to the 1 <sup>st</sup> year in [the previous academic year] (*)	Of (*), the number of students currently enrolled in the 2 <sup>nd</sup> year who:	
			Passed all subjects in the 1 <sup>st</sup> year	Were Allowed to Keep Terms
SC	Male	-		
	Female	-		
ST	Male	-		
	Female	-		
Other Reserved Categories	Male	-		
	Female	-		
General	Male	-		
	Female	-		
Total	Male	-		
	Female	--		

Data Source: AISHE, examination results declared by [affiliating university/autonomous college]

<b>(b) On-time graduation (Undergraduate)</b>			
		Number of students admitted to the 1 <sup>st</sup> year in [year t-3] (*)	Of (*), the number of students who passed all final year examinations for the previous academic year
SC	Male	-	
	Female	-	
ST	Male	-	
	Female	-	
Other Reserved Categories	Male	-	
	Female	-	
General	Male	-	
	Female	-	
Total	Male	-	
	Female	-	

Data Source: AISHE, examination results declared by [affiliating university/autonomous college]

<b>(b) On-time graduation (Postgraduate)</b>
--

		Number of students admitted to the 1 <sup>st</sup> year in [year t-2] (*)	Of (*), the number of students who passed all final year examinations in the current year
SC	Male	-	
	Female	-	
ST	Male	-	
	Female	-	
Other Reserved Categories	Male	-	
	Female	-	
General	Male	-	
	Female	-	
Total	Male	-	
	Female	-	

Data Source: AISHE, examination results- declared by [affiliating university/autonomous college]

### 3. Faculty and administrative staff in position and training

(a) Faculty and administrative staff in position as on 30 <sup>th</sup> September, [current year]							
		Reserved					Unreserved
		SC	ST	MP Residents	Females	Others	
Assistant Professor	Sanctioned		02				
	Filled (Regular)						
	Filled (Contract)						
	Guest Lecturers			06			
Associate Professor	Sanctioned						
	Filled (Regular)						
	Filled (Contract)						
	Guest Lecturers						
Professor	Sanctioned						
	Filled (Regular)						
	Filled (Contract)						
	Guest Lecturers						
Admin.	Sanctioned						

<b>Staff (all)</b>	Filled (Regular)						
	Filled (Contract)						
<b>Accountant</b>	Sanctioned						
	Filled (Regular)						
	Filled (Contract)						

Data Source: AISHE

<b>(b) Training of faculty and administrative staff between October 1<sup>st</sup> [previous year] to September 30<sup>th</sup> [current year]</b>				
		<b>Leadership and management training</b>	<b>Training in the area of academic specialisation</b>	<b>Other training</b>
<b>Assistant Professor</b>	Number trained	1	1	1
	Avg. number of days	05	21	03
<b>Associate Professor</b>	Number trained			
	Avg. number of days			
<b>Professor</b>	Number trained			
	Avg. number of days			
<b>Administrative Staff (all)</b>	Number trained		N/A	
	Avg. number of days		N/A	
<b>Accountant</b>	Number trained		N/A	
	Avg. number of days		N/A	

Data Source: Compiled from training certificates submitted by faculty/administrative staff

<b>(c) Faculty qualifications as on 30<sup>th</sup> September, [Current Year]</b>					
		<b>PhD</b>	<b>Postgraduate</b>	<b>Undergraduate</b>	<b>Others</b>
<b>Assistant Professor</b>	Regular	-	1	-	01 M.PHIL
	Contract				
	Guest Lecturers		01		02M.PHIL 03NET/SLET
<b>Associate Professor</b>	Regular				
	Contract				
	Guest Lecturers				
<b>Professor</b>	Regular				
	Contract				

	Guest Lecturers				

Data Source: AISHE

4. Student support services

(a) Financial support received (from all sources) by students in the college between October 1 <sup>st</sup> [previous year] to September 30 <sup>th</sup> [current year]							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	30	5375	-	-	-	-
	Female	19	5426	-	-	-	-
ST	Male	07	5356	-	-	-	-
	Female	01	4720	-	-	-	-
General	Male	-	-	-	-	-	-
	Female	20	5000	-	-	-	-
Total	Male	37	5371	-	-	-	-
	Female	40	5195	-	-	-	-

Data Source: AISHE

(a) Financial support received, from the DHE, by students in the college between October 1 <sup>st</sup> [previous year] to September 30 <sup>th</sup> [current year]							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	30	5375	-	-	-	-
	Female	19	5426	-	-	-	-
ST	Male	07	5356	-	-	-	-
	Female	01	4720	-	-	-	-
General	Male	-	-	-	-	-	-
	Female	20	5000	-	-	-	-
Total	Male	37	5371	-	-	-	-
	Female	40	5195	-	-	-	-

Data Source: College records, DHE

(b) Hostel occupancy as on 30 <sup>th</sup> September, [Current Year] (all hostels)		
Capacity	Number of residents	
Males:		
Females:		
SC	Male	-
	Female	-
ST	Male	-
	Female	-
General	Male	-
	Female	-

<b>Total</b>	Male	-
	Female	-

Data Source: Hostel register verified against fee receipts on record

(c) Hostel occupancy as on 30 <sup>th</sup> September, [Current Year] (girls only hostels opened after _____)	
<u>Capacity</u>	Number of residents
SC	-
ST	-
General	-
<b>Total</b>	-

Data Source: Hostel register verified against fee receipts on record

### 5. Examination Results

(a) Examination results for [previous academic year] (undergraduate)											
		SC		ST		Other Reserved Categories		General		Total	
		M	F	M	F	M	F	M	F	M	F
<b>1<sup>st</sup> year</b>	Appeared	-	-	-	-	-	-	-	-	-	-
	1 <sup>st</sup> division	04	03	00	00	09	10	02	04	15	17
	2 <sup>nd</sup> Division	08	05	02	00	17	19	02	09	29	33
	3 <sup>rd</sup> Division	-	-	-	-	-	-	-	-	-	-
<b>2<sup>nd</sup> year</b>	Appeared	-	-	-	-	-	-	-	-	-	-
	1 <sup>st</sup> division	02	02	-	00	03	04	03	05	08	11
	2 <sup>nd</sup> Division	03	02	01	00	13	09	12	04	29	15
	3 <sup>rd</sup> Division	-	-	-	-	-	-	-	-	-	-
<b>3<sup>rd</sup> year</b>	Appeared	-	-	-	-	-	-	-	-	-	-
	1 <sup>st</sup> division	-	-	-	-	-	-	-	-	-	-
	2 <sup>nd</sup> Division	-	-	-	-	-	-	-	-	-	-
	3 <sup>rd</sup> Division	-	-	-	-	-	-	-	-	-	-

Data Source: AISHE, Examination results declared by [affiliating university/autonomous college]

(a) Examination results for [previous academic year] (postgraduate)					
	SC	ST	Other Reserved Categories	General	Total

		M	F	M	F	M	F	M	F	M	F
<b>1<sup>st</sup> year</b>	Appeared	-	-	-	-	-	-	-	-	-	-
	1 <sup>st</sup> division	-	-	-	-	-	-	-	-	-	-
	2 <sup>nd</sup> Division	-	-	-	-	-	-	-	-	-	-
	3 <sup>rd</sup> Division	-	-	-	-	-	-	-	-	-	-
<b>2<sup>nd</sup> year</b>	Appeared	-	-	-	-	-	-	-	-	-	-
	1 <sup>st</sup> division	-	-	-	-	-	-	-	-	-	-
	2 <sup>nd</sup> Division	-	-	-	-	-	-	-	-	-	-
	3 <sup>rd</sup> Division	-	-	-	-	-	-	-	-	-	-

Data Source: AISHE, Examination results declared by [affiliating university/autonomous college]

#### 6. Placement and student tracking

<b>(a) Placement and Tracking of Students who graduated in [previous academic year] (Undergraduate)</b>						
		Number of students who graduated in [the previous academic year] (*)	Of (*), the number of students who were successfully tracked and are:			
			Employed/ Self-employed	In education/ training	Unemployed	Not in the labour force
SC	Male	-	-	-	-	-
	Female	-	-	-	-	-
ST	Male	-	-	-	-	-
	Female	-	-	-	-	-
General	Male	-	-	-	-	-
	Female	-	-	-	-	-
Total	Male	-	-	-	-	-
	Female	-	-	-	-	-

Data Source: Records of the college placement cell

<b>(b) Placement and Tracking of Students who graduated in [previous academic year] (Postgraduate)</b>		
		Number of students who
		Of (*), the number of students who were successfully tracked and are:

		graduated in [the previous academic year] (*)	Employed/ Self-employed	In education/ training	Unemployed	Not in the labour force
SC	Male	-	-	-	-	-
	Female	-	-	-	-	-
ST	Male	-	-	-	-	-
	Female	-	-	-	-	-
General	Male	-	-	-	-	-
	Female	-	-	-	-	-
Total	Male	-	-	-	-	-
	Female	-	-	-	-	-

Data Source: Records of the college placement cell

## 7. PhDs Awarded

Number of PhDs awarded between October 1 <sup>st</sup> [previous year] to September 30 <sup>th</sup> [current year]	
Discipline Group	Number
Arts	-
Commerce	-
Criminology and Forensic Science	-
Cultural Studies	-
Defence Studies	-
Design	-
Disability Studies	-
Education	-
Fashion Technology	-
Fine Arts	-
Fisheries Science	-
Foreign Languages	-
Gandhian Studies	-
Home Science	-
Indian Languages	-
IT & Computer	-
Journalism and Mass Communication	-
Law	-
Library and Information Science	-
Linguistics	-
Management	-
Marine Science and Oceanography	-
Oriental Learning	-
Physical Education	-
Religious Studies	-
Science	-

Social Science	-
Social Work	-
Women Studies	-
Literature	-
Other	-
<b>All disciplines</b>	-

Data Source: AISHE

#### 8. Research and consultancy

Revenue generated through externally funded research and consultancies over [previous financial year]		
Discipline Group	Number of active projects	Total Revenue Generated (Rs. lakhs)
Arts	-	-
Commerce	-	-
Criminology and Forensic Science	-	-
Cultural Studies	-	-
Defence Studies	-	-
Design	-	-
Disability Studies	-	-
Education	-	-
Fashion Technology	-	-
Fine Arts	-	-
Fisheries Science	-	-
Foreign Languages	-	-
Gandhian Studies	-	-
Home Science	-	-
Indian Languages	-	-
IT & Computer	-	-
Journalism and Mass Communication	-	-
Law	-	-
Library and Information Science	-	-
Linguistics	-	-
Management	-	-
Marine Science and Oceanography	-	-
Oriental Learning	-	-
Others / Inter-disciplinary	-	-
Physical Education	-	-
Religious Studies	-	-
Science	-	-
Social Science	-	-
Social Work	-	-
Veterinary and Animal Sciences	-	-



Women Studies	-	-
<b>All disciplines</b>	-	-

Data Source: College/university records

Number of papers published in peer-reviewed journals between October 1 <sup>st</sup> [previous year] to September 30 <sup>th</sup> [current year]			
Discipline Group	Number of papers published		Number of published papers through cross-institute research collaboration
	International Journals	National Journals	
Arts	-	-	-
Commerce	-	-	-
Criminology and Forensic Science	-	-	-
Cultural Studies	-	-	-
Defence Studies	-	-	-
Design	-	-	-
Disability Studies	-	-	-
Education	-	-	-
Fashion Technology	-	-	-
Fine Arts	-	-	-
Fisheries Science	-	-	-
Foreign Languages	-	-	-
Gandhian Studies	-	-	-
Home Science	-	-	-
Indian Languages	-	-	-
IT & Computer	-	-	-
Journalism and Mass Communication	-	-	-
Law	-	-	-
Library and Information Science	-	-	-
Linguistics	-	-	-
Management	-	-	-
Marine Science and Oceanography	-	-	-
Oriental Learning	-	-	-
Others / Inter-disciplinary	-	-	-
Physical Education	-	-	--
Religious Studies	-	-	-
Science	-	-	-
Social Science	-	-	-
Social Work	-	-	-
Women Studies	-	-	-
<b>All disciplines</b>	-	-	-

Date Source: College records based on published papers submitted by faculty

#### 9. NAAC accreditation and UGC autonomy

	Date of Application (LOI & SSR submitted)	Date on which accreditation was received	Grade	Valid till
1 <sup>st</sup> Cycle	-	-	-	-
2 <sup>nd</sup> Cycle	-	-	-	-
3 <sup>rd</sup> Cycle	-	-	-	-

Date of submission of the Annual Quality Assurance Report for the current year: \_\_\_\_\_.

Does the college have currently valid UGC autonomy? \_\_\_\_\_ . If yes, by order number \_\_\_\_\_, dated \_\_\_\_\_.

#### 10. Institutional Trends

Variable	Baseline Value	[Year 1]	[Year 2]	[Year 3]	[Year 4]	Current Year
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (undergraduate, all categories)	132	130	94	55	-	130
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (postgraduate, all categories)	-	-	-	-	-	-
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (undergraduate, all categories)	120	108	94	-	-	-
On-time graduation rate (undergraduate, all categories)	-	-	-	-	-	-
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (post graduate, all categories)	-	-	-	-	-	-
On-time graduation rate (postgraduate, all categories)	-	-	-	-	-	-
Regular faculty in position rate (all levels, reserved categories)	-	-	-	-	-	-

Regular faculty in position rate (all levels, unreserved categories)	-	-	-	-	-	-
Percentage of regular faculty with PhDs (all levels)	-	-	-	-	-	-
Employment rate of graduates from the previous academic year (undergraduate, all categories)	-	-	-	-	-	-
Employment rate of graduates from the previous academic year (postgraduate, all categories)	-	-	-	-	-	-
Percentage of total revenue generated through externally funded research	-	-	-	-	-	-
Number of papers published in peer-reviewed, international journals	-	-	-	-	-	-

Source: Tables under section 1-8.

#### 11. Financial Reports

Name and registration number of the auditor \_\_\_\_\_.

Number of audit observations recorded by the auditor \_\_\_\_\_.

Number of audit responses found satisfactory, as certified by the project directorate \_\_\_\_\_.

Certified audit reports as per the standard Chart of Accounts to be attached.

#### 12. All India Survey of Higher Education

Date on which all applicable fields of the Data Collection Format for the All India Survey of Higher Education were completed and submitted \_\_18.01.2018.

#### Instructions

- All data is to be reported as on 30<sup>th</sup> September of the current year.
- Postgraduate courses refer to courses at the Masters and MPhil level.
- The number of sanctioned seats is the number of students the college is authorized, by the UGC/DHE/affiliating University, to admit in the first year of its degree programs.
- The number of sanctioned faculty posts is the number of faculty the college is authorized, by the UGC/DHE/affiliating University, to recruit on a full-time basis.
- Enrolment is defined as the number of students who have paid their admission fees for joining a degree program by September 30 of the respective academic year.

- Admission is defined as the number of students who have paid their admission fees for joining a degree program, in the first year, by September 30 of the respective academic year and who have never been enrolled in that degree program previously.
- Other Reserved Categories include all categories of students (for e.g. sports quota, extracurricular quota, residents of Jammu and Kashmir etc.) for whom a fixed percentage of sanctioned seats are reserved.
- Examination results are to be reported for examinations held in the previous academic year, and the results for which were declared by 30<sup>th</sup> September of the current year.
- Allowed to keep terms refers to students who did not pass all subjects in the previous year but were allowed to transition to the next year of their respective degree programs.
- Regular faculty refers to faculty employed on open-ended, full-time contracts as per UGC norms.
- Contract faculty refers to faculty employed on fixed term, full-time contracts as per UGC norms.
- Guest Lecturers refers to faculty employed on a per lecture or per day basis as per UGC norms.
- Data on scholarships is to be reported on all scholarships awarded between 1<sup>st</sup> October of the previous year and 30<sup>th</sup> September of the current year.
- A hostel seat is considered occupied if a student has been allotted a seat in the hostel and the student, to whom the seat was allotted, has paid the hostel fee for the current academic year.
- Examination results refers to the average score obtained by a student, in the respective academic year, across all exams that are used to assess whether the student has met the requirement of the degree program in which he/she is enrolled.
- Student tracking refers to having up to date contact information (mobile phone and/or email address) and status (employment, unemployed, in formal education or training, not in the labour market/other) for each student for up to six from the end of the academic year when the student passed out (graduated).
- Externally funded research and consultancies refer to research and/or development funded through consultancy contracts or partnerships with a sponsor or purchaser who is external to the institution.
- A peer-reviewed journal is one that subjects an author's research to review and evaluation by others who are experts in the same field, before the research is published.
- An international journal is one that has an International Standard Serial Number (ISSN) issued by the ISSN International Centre.
- A paper is said to be published through cross-institute research collaboration if the primary affiliation of at least two authors is to different colleges/institutions.
- The institutional performance indicators common across all institutions can be found in the PIP. Institution-specific performance indicators can be found in the MOU signed between the Institution and the Department of Higher Education.
- The standard Chart of Accounts refers to the standard format for audit reports as notified by the Department of Higher Education through its orders.

