

Annual Report 2017-18

This format outlines the annual reports to be published by all colleges in the Madhya Pradesh on their websites, by October 31st of each year. Part I is intended as a guide and colleges are free to alter the contents and format as they see fit. Part II, the Appendix (Institutional Performance Data and Financial Reports), is mandatory and colleges are required to report all data as per the attached format and instructions.

Important Information –

- Name of the college – Govt. College Bargi
- Place of the college - Bargi
- District - Jabalpur
- Division - Jabalpur
- Year of establishment of college – 2013-14
- Name and Contact details(Mail id , Phone) of Principal – 1. Sushma Panderkar
05-04-2018 transfer
06-04-2018 at present Dr. Padma Maheshwari - 9425386464
- Name , Post and Contact details of (mail id, Phone no.) of Reporting In charge –
Indra nagar mangsi Post bargi dist. Jabalpur heghbargi@rediffmail.com
- Date of report submission –20-08-2018

Part I

- 1. The Principal's Report (2 pages)-** Highlights the key activities, events, and successes of the past year and briefly describes major new initiatives to be undertaken over the next year.

Programs organized under personality development cell and swami Vivekananda carrier cell. District employment fare, swachhta abhiyan, plantation, language improvement human rights, Youth festival, workshop on voter awareness carrier guidance at district & divisional level observance of women employment week, Yoga day, symposium on national education policy, health check up camp. Flag hosting, zero classes, independence for observed , Narmada conservation abhiyan, self defence training Programs (judo)
Interview, prashna manch (quiz) , communication skill enhance development, computer training .
All function organized according to government directives

2. Overview (1 page)

(i) Vision, Mission and Objectives of the college

Mission-

1. Development the ethics and morals of the students for their contribution in the development of the nation.
2. To educate student for carrier success.
3. Provide counseling for job opportunity and advancement for students.

Vision - Our vision is to bring our students in to the 21 century through equability quality and employability based training .we will allow students to proceed at their own rate according to their ability.

Objective-

1. Providing access and equity to poorer section of the society.
2. Rural integration through education.
3. Effective utilization of technology in education.

(ii) Brief introduction of the college (including the status (Govt. / Lead/ Constituent/ Affiliated/ Private),Parent University, UGC recognition, CPE status, etc), location & campus area

(iii) History of the college with significant milestones

Established in the year 53 student in, 72 student in 2015, 121 student in 2016, 164 student including in 2017, and at present 197 students have taken admission indicative of geometric progression, Around 65% Girls average result has been outstanding with 92% Pass percentage.

(iv) Faculties and major disciplines

College imparts education in BA with subject Combination.

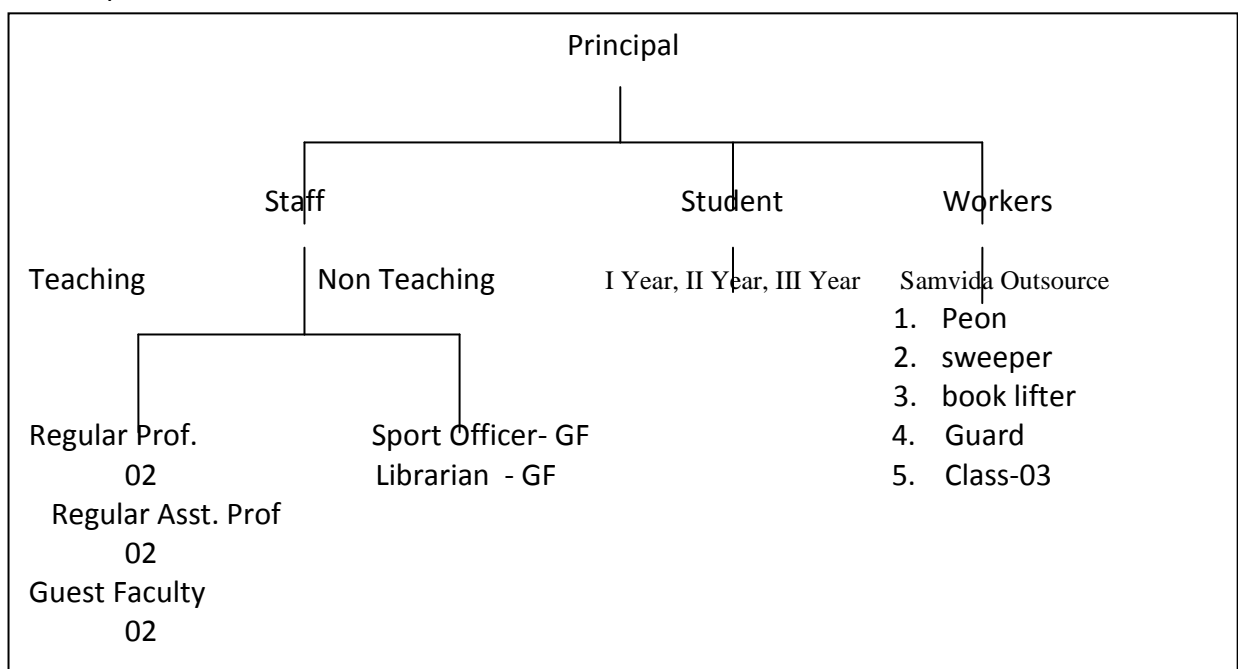
1. Economics-English-political science
2. Economics-Hindi- political science
3. Economics-Hindi—Sociology
4. Economics-political science- Sociology
5. History- English-political science
6. History- English-Sociology
7. Political Science-History- Sociology
8. Hindi- History- Political Science
9. Hindi- History—Sociology
10. English-political science- Sociology
11. History- Hindi- Political Science
12. Political Science- Hindi- Sociology

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

Lists the members of the senior management team (Principal, Registrar, Deans etc.) and members of the Board of Governors including their designations and professional backgrounds.

Administrative Hierarchy

For example -:



- The number of applicants at the UG and PG level who ranked the college as their 1st, 2nd and 3rd preference, the number of applications received for PhD courses, and the number of students admitted at each level as per the following format.

Applications	UG	PG	PhD
Applications that ranked the college as the 1 st preference	150	NA	NA
Applications that ranked the college as the 2 nd preference	14		
Applications that ranked the college as the 3 rd preference	-		
Total number of applications received	-		
Number of students admitted	164		

Data Source: e-Pravesh portal, records of the affiliating university

- A brief demographic profile of students admitted (in terms of gender, caste, whether from MP etc.)

Name of the Course	Gender	Category	% of students from the State	% of students from other states
BA	Male	SC	100%	Nil
		ST	100%	Nil
		OBC	100%	Nil
	Female	SC	100%	Nil
		ST	100%	Nil
		OBC	100%	Nil

5. Academic Programs: Core Programs - UG & PG

M.Phil/ Ph.D. Programs N.A.

S.no.	Subject	Eligibility	No. of scholars registered

**PG Diploma/ Diploma/ Certificate/ Self-financed/ Skill based Vocational/
Short term courses N.A.**

Name of the Course	Department	Duration	Fees	Seats

6. Academic Calendar 20 17 - 18

Academic Work	Yearly	Third/ Fifth Semester	Fourth/Sixth Semester
Orientation Classes/Zero Classes/SWOT analysis	01-07-2017	01-07-2017-to-08.07.2017 Zero class & swot. Analysis (07 days)	26 Dec. 2017- 01 working day
Teaching and Continuous Comprehensive Evaluation	185 Days	10-07-2017-to-02-11-2017, no. of working days- 93	27 Dec.2017 to 18 April 2018 no. of working days- 92
CCE Schedule Quarterly /Half yearly	Sep. Last week 2017/ Dec. Last Week	September 3 th week	March 2nd week
Preparation Leave	22 March to 29 March 2018	02.11.2017. to 09-11-2017 7 Days	19 April to 21 April 2018 (03 days)
Practical Exams (Graduation/Post Graduation)	NA	NA	NA
Semester and ATKT /Yearly Exams	30 March To 15 May 2018	10 Nov. to 14Dec.2017	23 April to 26 May 2018

Declaration of Examination Results		31 Dec. 2017	15 June 2018
Semester Break (for students)	28-05-2018 To 15-06-2018	15-12-2017 to 23-12-2017 09 Days	28 May To 30 June 2018. 34 Days
Semester Break (for teachers)		15-12-2017-to-23.12.17 09 Days	28 May to 15 June 2018 19 Days

7. The Student Experience (4 pages)

Briefly describes student life in the college:

- Infrastructural facilities available to students - Classrooms, Smart classrooms, laboratories and equipment, Common Research Lab, Hostel; Canteen; Garden; Students common room, Auditorium, Sports Complex & other facilities

Infrastructural facilities available to student's classrooms, sports equipments.

- Library as a learning resource- advisory committee, its composition, facilities & services (e & print), annual improvement initiatives

Annual improvement initiatives

- Student support services:
✓ IT enabled services

N.A.

- ✓ Financial assistance (scholarships/ schemes for SC/ST/OBC/ minority, Group & Health Insurance Schemes)

Post Matric scholarship – SC, ST, OBC
Free Stationary & Books - SC, ST
Gaon ki beti – For Girls
MMVY
Jan Kalyan Yojna
Mil Banche

Carrier guidance cell

- ✓
- ✓
- ✓ cultural and literary events), Achievements, Awards

Sports
Youth festival – quiz

- ✓ Major student welfare initiatives over the past year

Organize the health cover programs

- Extension Activities

Nil

8. Student Achievements (5 pages)

Highlights the most significant academic and non-academic achievements of students over the past year. This can include major academic awards and scholarships received student research, and sports and other extracurricular activities. Focuses, in particular, on profiling top achievers and describing how resources provided by the college helped these students succeed.

ACADEMIC

- Merit

S.no	Name of the award/ medal/ meritorious scholarship	Name of the recipient	Class	Area of achievement
	Nil			

- Research scholarship/ award

S.no	Name of the scholarship award/	Name of the recipient	Class	Area of research
	Nil			

CULTURAL

- Participation

S.no	Name of the event	District Level	State Level	University	National Level
	Nil				

- Awards and Achievements

Name of the student	Class	Event	Award/Achievement
Nil			

SPORTS

- Participation

S.no	Name of the event	Division Level	State Level	University/ National Level	International Level
1	Kabaddi				
2	Athletic				

- Awards and Achievements

Name of the student	Class	Sport	Award/Achievement
	Nil		

9. Research Activities (4 pages)

Identifies major research themes, places these themes in their social and economic context, highlights major research achievements (publications, collaborations, intellectual property produced, external funding received etc.), and profiles top researchers. Lays out the research agenda and identifies themes for the coming year.

- **Major research themes**

S. No.	Department	Prioritized research area and expertise	Social/ economic context
		<i>Nil</i>	

- **Major/Minor research projects**

S. No	Name of the Faculty	Year	Title of the project	Name of funding Agency/ Industry	Total grant received
	<i>Nil</i>				

- **Papers presented in regional, national and international seminars/ conferences**

S. No.	Name of the faculty	Regional/ State	National	International

- **Publications in national/ international journals**

S.No.	Name of the faculty	Name of the journal	Title of the paper	ISSN/ ISBN number /Impact factor

- **List of linkages/ Collaborations/ MOUs**

<i>Nil</i>

- College Publications: Research Journal, Magazine, Newsletter

Nil

10.Human Resources (2 pages)

Highlights senior faculty and administrative appointments. Describes what new areas of activity (new courses, research areas, extracurricular activities etc.) and administrative improvements are enabled by these appointments.

1. Faculty and Administrative appointments: Teaching and Non-teaching

Positions	Teaching Faculty				Non Teaching Faculty	Technic al Staff
	Prof	Promot ed Prof	Assista nt Prof	Guest Faculty		
Sanctioned by UGC/ University/ State Govt						
<i>Filled</i>	-	02	02	04	0	NA
Sanctioned by Management/ Janbhagidari Samiti/ Other authority	-	-	-	-	-	-
<i>Filled</i>						

2. Guest Faculty: subject-wise appointments

S.no.	Name of the Guest Faculty	Qualification	Subject
1	Dr. Pooja Singh	MA, PhD	Economics
2	Dr. A.K.Das Gupta	M.Phil, PhD	English lit.
3	Shri Naveen Kalbandhe	M.Lib, NET	Librarian
4	Shri Vishal Yadav	M.P.Ed, NET	Sport officer

3. Annual improvement in academic, research & administrative Initiatives

Nil

11.Events and Initiatives (5 pages)

Describes major events including seminars, conferences, competitions, student study trips etc. Focuses on what was achieved and learned, and how the college will follow up.

Describes significant academic, administrative, student support, fundraising, and other initiatives over the past year. The description of each initiative will be structured around the need for the initiative, how it was designed, what resources were used, what results were achieved, and which features of the initiative drove success.

Nil

12.Institutional Development plan (4 pages)

Describes the college’s activities over the past year under different schemes, discusses performance against strategic/institutional development plans and commitments over the previous year.

Indicator*	Baseline Value	Target for [current year]	Value as on 30 th September [current year]
	Nil		

Role of Internal Quality Assurance Cell (IQAC) in academic audit and initiating quality assurance strategies and processes

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13.Placement Report (3 pages)

Describes the college’s placement cell activities, placement rate and salary statistics, and lists major employers and sectors of employment (disaggregated by gender and course studied). Profiles successful alumni and identifies emerging placement trends.

Activities of Placement Cell

S.no.	Name of the activity	Name of the Resource Person/ agency	Date & Duration
	Nil		

Placement Details

S.no.	No. of Students Selected	List of employers/companies	Salary Package
1.	01	Police	18000

Alumni Profile

S.no.	Name of Alumni	Employment status	Name of the organisation
	Nil		

14. Innovations and Best Practices

Promote the best of every events.

15. SWOC Analysis (strength , weaknesses, Opportunity and Challenges

SWOC Analysis program organized through carrier guidance program.

16. Looking Ahead (3 pages) Future Plans

Lays out the college's priorities and goals over the coming year. Describes key initiatives planned, what each initiative is expected to achieve, and how it will contribute to the college's long term development.

Key Initiatives Planned/ implemented

S. No	Head (administrative/ academic, etc)	Nature of proposal	Expected Outcome

17. Appendix: Institutional Performance Data and Financial Reports

Provides key data on the institution and its performance, including achievement against strategic plan targets and financial reports. This section is mandatory. All data fields must be completed, in the format and as per the instructions attached.

Part II

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

1. Sanctioned seats and enrolment

(a) Sanctioned Seats 2017-18					
	SC	ST	Other Reserved Categories	General	Total
Undergraduate	32 Seat	40 Seat	28 Seat	100 Seat	200
Postgraduate	NA	NA	NA	NA	
PhD	NA	NA	NA	NA	

Data Source: AISHE

(b) Enrolment 2017-18							
		Undergraduate			Postgraduate		PhD
		Year 1	Year 2	Year 3	Year 1	Year 2	
SC	Male	15	09	03	NA	NA	NA
	Female	21	06	04			
ST	Male	14	06	13			
	Female	18	10	04			
Other Reserved Categories	Male	38	33	09			
	Female	50	34	15			
General	Male	04	05	02			
	Female	04	06	07			
Total	Male	71	53	27			
	Female	93	56	30			

Data Source: AISHE

Number of sanctioned seats by discipline group and enrolment in the 1st year as on September 30th [current year]				
Discipline Group	Undergraduate		Postgraduate	
	Sanctioned Seats	Enrolment	Sanctioned Seats	Enrolment
Arts	200	164		
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

(a) Transition from the 1st year to the 2nd year (Undergraduate)				
		Number of students admitted to the 1 st year in [the previous academic year] (*)	Of (*), the number of students currently enrolled in the 2 nd year who:	
			Passed all subjects in the 1 st year	Were Allowed to Keep Terms
SC	Male	15	15	
	Female	21	21	
ST	Male	14	14	
	Female	18	18	
Other Reserved Categories	Male	38	34	02
	Female	50	49	
General	Male	04	03	01
	Female	04	03	
Total	Male	71	66	
	Female	93	91	

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

(a) Transition from the 1st year to the 2nd year (Postgraduate)				
		Number of students admitted to the 1 st year in [the previous	Of (*), the number of students currently enrolled in the 2 nd year who:	
			Passed all subjects in the 1 st year	Were Allowed to Keep Terms

		academic year]		
		(*)		
SC	Male	NA		
	Female	NA		
ST	Male	NA		
	Female	NA		
Other Reserved Categories	Male	NA		
	Female	NA		
General	Male	NA		
	Female	NA		
Total	Male	NA		
	Female	NA		

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

(b) On-time graduation (Undergraduate)			
		Number of students admitted to the 1 st year in [year t-3] (*)	Of (*), the number of students who passed all final year examinations for the previous academic year
SC	Male	04	03
	Female	04	03
ST	Male	17	13
	Female	06	05
Other Reserved Categories	Male	14	06
	Female	17	14
General	Male	03	02
	Female	08	07
Total	Male	38	24
	Female	35	29

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

(b) On-time graduation (Postgraduate)			
		Number of students admitted to the 1 st year in [year t-2] (*)	Of (*), the number of students who passed all final year examinations in the current year
SC	Male	NA	
	Female	NA	
ST	Male	NA	

	Female	NA	
Other Reserved Categories	Male	NA	
	Female	NA	
General	Male	NA	
	Female	NA	
Total	Male	NA	
	Female	NA	

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 30th September, [current year]							
		Reserved					Unreserved
		SC	ST	MP Resident s	Females	Others	
Assistant Professor	Sanctioned	-	-	-			
	Filled (Regular)	1	1	-			
	Filled (Contract)	-	-	-			
	Guest Lecturers	-	-	-			
Associate Professor	Sanctioned	-	-	--			
	Filled (Regular)	-	-	-			
	Filled (Contract)	-	-	-			
	Guest Lecturers	-	-	-			
Professor	Sanctioned	-	-	-			
	Filled (Regular)	-	-	-			2
	Filled (Contract)	-	-	-			
	Guest Lecturers	-	-	-			
Admin. Staff (all)	Sanctioned	Nil					
	Filled (Regular)	-	-	-			
	Filled (Contract)	-	-	-			
Accountant	Sanctioned	Nil					
	Filled (Regular)	-	-	-			
	Filled (Contract)	-	-	-			

Data Source: AISHE

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

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

(c) Faculty qualifications as on 30th September, [Current Year]					
		PhD	Postgraduate	Undergraduate	Others
Assistant Professor	Regular	02			
	Contract	-			
	Guest Lecturers	02			
Associate Professor	Regular	-			
	Contract	-			
	Guest Lecturers	-			
Professor	Regular	02			
	Contract	-			
	Guest Lecturers	-			

Data Source: AISHE

4. Student support services

(a) Financial support received (from all sources) by students in the college between October 1st [previous year] to September 30th [current year]							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)

SC	Male	NA				
	Female	NA				
ST	Male	NA				
	Female	NA				
General	Male	NA				
	Female	NA				
Total	Male	NA				
	Female	NA				

Data Source: AISHE

(a) Financial support received, from the DHE, by students in the college between October 1st [previous year] to September 30th [current year]							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	26	154434	Nil			
	Female	37	210146	Nil			
ST	Male	32	200288	Nil			
	Female	42	252864	Nil			
General	Male	NIL	-	Nil			
	Female	05	40000	Nil			
Total	Male	58	354722	Nil			
	Female	84	503010	Nil			

Data Source: College records, DHE

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

Data Source: Hostel register verified against fee receipts on record

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

	2 nd Division										
	3 rd Division										
2nd ear	Appeared										
	1 st division										
	2 nd Division										
	3 rd Division										

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

6. Placement and student tracking

(a) Placement and Tracking of Students who graduated in [previous academic year] (Undergraduate)						
Nil		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) Placement and Tracking of Students who graduated in [previous academic year] (Postgraduate)						
NA		Number of students who graduated in [the	Of (*), the number of students who were successfully tracked and are:			
			Employed/ Self-employed	In education/	Unemployed	Not in the labour

		previous academic year] (*)	d	training		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 st [previous year] to September 30 th [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	
Religious Studies	
Science	
Social Science	
Social Work	
Women Studies	
Literature	

Other	
All disciplines	

Data Source: AISHE

8. Research and consultancy

Revenue generated through externally funded research and consultancies over [previous financial year]		
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		
All disciplines		

Data Source: College/university record

Number of papers published in peer-reviewed journals between October 1st [previous year] to September 30th [current year]
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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			
All disciplines			

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

9. NAAC accreditation and UGC autonomy

NA	Date of Application (LOI & SSR submitted)	Date on which accreditation was received	Grade	Valid till
1 st Cycle				

2nd Cycle				
3rd 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 st year filled (undergraduate, all categories)	2013-14 No Admission	2014-15 17.67% Admission	2015-16 36.50% Admission	2016-17 60.50% Admission	2017-18 82% Admission	2018-19 98.5% Admission
Percentage of sanctioned seats in the 1 st year filled (postgraduate, all categories)	Nil					
Transition rate from the 1 st year to the 2 nd year (undergraduate, all categories)	Nil		27.36%	60.33%	89%	98.12%
On-time graduation rate (undergraduate, all categories)				0.84%	20%	92.98%
Transition rate from the 1 st year to the 2 nd 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.

NOTE – Audit Conducted by lead College

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 **YES**

Instructions

- All data is to be reported as on 30th 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 30th 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 1st October of the previous year and 30th 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.