

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. Sanjay Gandhi Smriti PG College**
- Place of the college - **Ganj Basoda**
- District - **Vidisha**
- Division - **Bhopal**
- Year of establishment of college - **1964**
- Name and Contact details(Mail id , Phone) of Principal – **Dr. Rekha Barethia**
(E-mail hegsgscganvid@mp.gov.in, Phone no. **07592 220056**)
- Name , Post and Contact details of (mail id, Phone no.) of Reporting In charge –
Dr. Sumanlata Gupta, Professor (English) (E-mail hegsgscganvid@mp.gov.in, Mobile no. **9229686868**)
- Date of report submission – **21-08-2018**

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.

Since its inception in 1964, Govt Sanjay Gandhi Smriti Post Graduate College, Ganj Basoda is continuously striving towards achieving its goal of imparting value-based quality education insuring equity with high moral standards to the students. The major part of student enrolment (1534 in session 2017-18) of the college comes from rural background . Though the college has to operate within a framework laid down by the state govt., with many constraints and limited resources, it has shown its growth potential in the past few decades on the academic as well as infrastructural front. The Institution offers under graduate programmes–in Arts and Science and post graduate programmes in Hindi, English, Economics, Sociology, Sanskrit, Physics, Chemistry, Mathematics, Botany and Zoology. Some of these courses namely M.A. in English, M.A. in Sanskrit at PG level and Computer Science at U.G. level are self financing. The college has a team of well qualified faculty members and office staff.

- NAAC Accredited 'B' Grade to the institution.
- In the field of ecology a separate garden is developed beside botanical garden.
- To monitor the teaching learning process and to ensure discipline among the students and the staff, more CCTV cameras were installed in the premises including library and classrooms.
- Publication of news letter named “Vaidisha” to highlight the activities and achievements of the students to harness their creative potential of the students.
- Facility to access e. resource under N-List program in library Inlibnet facility is provided to students and faculty.
- Redesign and updating of college website was undertaken.
- For the all round development of students, gym facilities were created in institution under sport department.
- SMS gete

- SMS gateway facilities initiated in the college to disseminate information to the students.
- The institution proposes to take following initiatives in the next year
- Construction of modern & well equipped labs.
- Construction of classrooms at the 1st floor of the college building .
- Maintenance of existing infra-structure such as flooring of classrooms.
- Construction of approach road to the main building.
- Development of sports infra-structure so as to effectively utilize the open ground of the college.
- Wi-Fi campus facility.
- Library Automation.

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(i) **OVERVIEW** Vision, Mission and Objectives of the college

Vision :

To create a class of intellectually, morally and spiritually sound and committed citizens, who will become human resource of high calibre, to cater to the needs of society and the country as a whole in accordance with our motto.

Mission of the College:

To achieve excellence among students with equity and gender parity.

To cater the educational and career needs of students from the marginalized sections of the society and to enable them to face the challenges of the modern world with confidence.

To include new developments in education into the curriculum so as to promote academic advancement leading to national development.

To promote awareness on ecological and environmental issues.

To create research environment which can lead to consultancy and extension.

Objectives :

- To make the higher education accessible to one and all.
- To provide qualitative education to the students who hail mostly from the surrounding villages.
- To provide conducive environment for creativity and research.
- To provide equal opportunity to both genders.
- To develop the skills of students for better employment prospects.

The above mentioned goals and objectives are also a part of the state government strategy for higher 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

Govt. Sanjay Gandhi Smriti Post-Graduation College, Ganj Basoda was established in 1964. It is a Govt. college which Provides education for Arts and Science students.

Status of the college	–	Government
Parent University	–	Barkatullah University, Bhopal
UGC Recognition	–	2f. & 12B
Location of the Institution	–	Kala Bag, Bareth Road, Ganj Basoda.

(It is situated at the distance of 02 KM. from Railway Station and 01 KM. from Bus Stand.)

(iii) History of the college with significant milestones

Government Sanjay Gandhi Smriti College established in 1964, is the only government college in the district Vidisha that provides education at postgraduate level in science and many arts subjects. The college has 5.44 acres of land in its possession. For one or another reason, it has so far missed the opportunity to expand and beautify its campus and modernize its curricula. Now it is geared up to expand and modernize.

The college has science and arts faculties. The faculties are specialized in teaching in rescuing students with very poor schooling. They are always ready to see the problems of the students and solve it in a way suits to the students.

The students are subjected to curricular and extracurricular activities with the aim of inculcating in them such qualities which are required to become a good citizen. We do understand the need for expansion of building to cover more vocational and add-on courses and modernization of its laboratory to keep pace with changing syllabi. We do understand the requirement of college-university collaboration and college-industry linkage to make the teaching more realistic specially for the students of science stream.

(iv) Faculties and major disciplines

Science –UG

1- Physics 2- Chemistry 3- Botany 4- Zoology 5- Maths 6- Computer Science (Under Self finance)

Science –PG

1- Physics 2- Chemistry 3- Botany 4- Zoology 5- Maths

Arts – UG

1- Hindi, 2- English, 3- Economics, 4- Political Science, 5- Sociology, 6- Sanskrit, 7- History

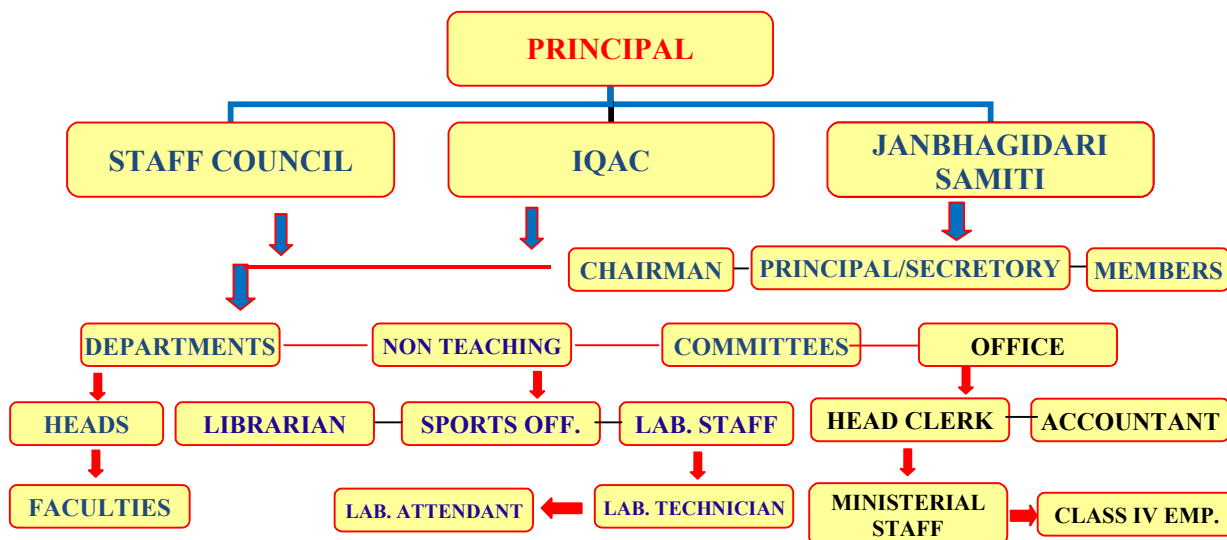
Arts – PG

1- Hindi, 2- English (Self Finance) 3- Economics 4- Sociology, 5- Sanskrit (Self Finance)

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

Administrative Hierarchy :

At the institutional level the Principal is the final authority on administrative matters. As far as the financial matters are concerned, the Principal manages the utilization of all government funds. For the utilization of UGC grants the UGC Committee plan as per requirements of different departments.



List of Janbhagidari Samiti :

1	Mr. Chandra Shekhar Dubey	Chairperson
2	Mr. C.P. Gohal	Sub Divisional Magistrate & Vice President
3	Dr. Rekha Barethia	Principal & Secretary
4	Mr. K. K. Tiwari	Member of Parliament Nominee Member
5	Mr. Pawan Richharia	Member of Legislative Assembly Nominee
6	Sub Divisional Officer (Police)	Member
7	Sub Divisional Officer P.W.D.	Member
8	Mrs. Madhulika Agrawal	Chairperson of Municipal Corp. Member
9	Mrs. Anjali Yadav	Member
10	Mr. Gyan Prakash Bhargava	Member
11	Mr. Rajesh Mathur	Member
12	Mr. Kanti Bhai Shah	Member
13	Mr. Ram Kumar Raghuwanshi	Member
14	Mr. Ram Krishna Dubey	Member
15	Mr. Pappu Ahirwar	Member
16	Mr. Tika Ram Sen	Member
17	Mr. Akhilesh Shrivastava	Member
18	Mr. Rahul Thakur	Member
19	Mr. Pankaj Ahirwar Treasury Officer	Member
20	Mr. P. S. Adiwasi	Member

4. Admission Statistics (1 page)

- 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	1120	390	NA
Applications that ranked the college as the 2 nd preference	160	55	
Applications that ranked the college as the 3 rd preference	40	25	
Total number of applications received	1685	415	
Number of students admitted	440	245	

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
B.A.	M/F	SC ST OBC GEN	100%	NIL
B.Sc.	M/F	SC ST OBC GEN	100%	NIL
M.A.	M/F	SC ST OBC GEN	100%	NIL
M.Sc.	M/F	SC ST OBC GEN	100%	NIL

5. Academic Programs: Core Programs - UG & PG

Core programs at UG level

Stream	Name of the Core Program	Eligibility	Optional subjects
Arts	B.A.	10+2 from a recognized board or 10+2 with relevant vocational course from M.P. Board.	F.C., Hindi Lit., English Lit., Political Sc., Sociology, Sanskrit, Economics,
Science	B.Sc.	10+2 from a recognized board or 10+2 with relevant vocational course from M.P. Board in same subject	Maths, Biology, CS

Core Options at PG level

Faculty	Name of the Core Program	Eligibility	Subject Options
Arts	M.A.	3 year Degree course in any faculty/ Honours degree course in same subject	Hindi Lit., English Lit., Sociology, Sanskrit, Economics,
Science	M.Sc.	3 year Degree course Honours degree course in same subject	Maths, Physics, Chemistry, Botany, Zoology

M.Phil/ Ph.D. Programs

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

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

Name of the Course	Department	Duration	Fees	Seats
B.Sc.	Computer Science	3 Year	8330 per year	80
M.A.	English	2 Year	4385 per year	25
M.A.	Sanskrit	2 Year	4385 per year	25

6. Academic Calendar 2017 -18

Academic Work	First/ Third/ Fifth Semester	Second/ Fourth/ Sixth Semester
Orientation Classes/Zero Classes/SWOT analysis	01 to 08 July 2017	26 th Dec. 2017
Teaching and Continuous Comprehensive Evaluation	10 July to 2 Nov. 2017	27 th Dec. to 18 April. 2018
CCE Schedule	Sept. III/IV week	Second week of March
Preparation Leave	02 to 09 Nov. 2017	19 to 21 April 2018
Practical Exams (Graduation/Post Graduation)	23 Oct. to 9 Nov. 2017	2 April to 18 April 2017
Semester and ATKT Exams	10 Nov. to 14 Dec. 2017	23 April to 26 May 2018
Declaration of Examination Results	31 Dec. 2017	15 June 2018
Semester Break (for students)	15 to 23 Dec. 2017	28 May to 30 June 2018
Semester Break (for teachers)	15 to 23 Dec. 2017	28 May to 30 June 2018

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,

- **Classrooms - Twelve Class Rooms(Including one Hall).**
- **Technology Enabled Learning Space - Six Smart classrooms.**
- **Seminar Hall - One (The same is also used as classroom during academic sessions).**
- **Network resource centre**
- **Laboratories – Five Labs. The college has the following laboratories:**
 - (i) **Botany**
 - (ii) **Zoology**
 - (iii) **Physics**
 - (iv) **Chemistry**
 - (v) **Computer Lab.**
- **Botanical Garden – One**
- **Girls Common room with toilet facility.**
- **Gym facility.**
- **Separate Reading Rooms for students and faculty.**

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

Advisory Committee –

1. Dr. Naina Kanswa
2. Dr. Sumanlata Gupta
3. Dr. Sarita Gheghat
4. Dr. Madhusudan Prakash

INFLBNET – E recourse

Photocopy Facility for students.

All major news papers and magazines are subscribe and available to student and faculty members.

- Student support services:

- ✓ IT enabled services

- Technology enabled learning through Six smart classroom.
- access to E-resource through membership of N-List program.
- Facility of SMS Gate way.
- High Speed broad band for students in Computer lab and Library.

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

- | | | |
|-------|-----|----------|
| • ST | 08 | STUDENTS |
| • SC | 307 | STUDENTS |
| • OBC | 458 | STUDENTS |

- ✓ Personal enhancement & development schemes- NCC, NSS, Facilities for physically challenged & slow learners; Tutor-Guardian Scheme, Grievance Redressal Cell, Entrepreneurship Cell, Remedial classes, Career Guidance Cell.

- Weekly lectures on regular basis are organized by Career Guidance cell.
- Bag making training for girls was also organized in the institute.
- Personality enhancement programs are regularly organized by **“Pratibha Bank”, NSS, Vivekanand Cell** and other clubs.
- Remedial classes are taken on regular basis by faculty member for weak and slow learners. Meeting are held under tutor-guardian scheme for different classes.
- Ramp facility is available for physically challenged students and staff members.

- ✓ Extracurricular activities: Calendar of activities (Sports, Youth Festival, cultural and literary events), Achievements, Awards

Extra curricular activities are conducted regularly as per the calendar provided by department as well as University.

- ✓ Major student welfare initiatives over the past year

- Ramp for Physically Challenged students.
- Fresh Drinking water (RO) facility for students.
- Multi Step Gym.
- Gaon Ki Beti yojna for girl students from villages & Pratibha Kiran yojna for girls from urban areas.
- Vikramaditya yojna to students of general category on basis of merits.
- Financial Assistance to students who live in the hostels under aawasiya yojna and Aawasiya yojna for for girls attending college from place exceeding 5KM. from the college.

- Extension Activities

Under NSS & NCC students participate in activities of community development through seven days camp. The active involvement of students in Community services & Social work under Matdata Jagrukta Abhiyan, Swachha Bharat Abhiyan & AIDS Control Awareness. Various workshops were organized on cashless transaction for students and faculty.

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
1	Nil	Nil	Nil	Nil

- Research scholarship/ award

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

CULTURAL

- Participation

S.no	Name of the event	District Level	State Level	University	National Level
1	Sugam Gayan	-	-	University	-
2	Shashtriya Gayan	-	-	University	-
3	Tabla Badan	-	-	University	-

- Awards and Achievements

Name of the student	Class	Event	Award/Achievement
Nil	Nil	Nil	Nil

SPORTS

- Participation

S. no	Name of the event	Division Level	State Level	University/ National Level	International Level
1	Nil	Nil	Nil	Nil	Nil

- Awards and Achievements

Name of the student	Class	Sport	Award/Achievement
Nil	Nil	Nil	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
1	Nil	Nil	Nil

- Major/Minor research projects

S. No	Name of the Faculty	Year	Title of the project	Name of funding Agency/ Industry	Total grant received
1	Dr. M.S. Prakash	2014	Bharat main Sanwedhanik sudharon ka Vivechnatmak Adhyan.	UGC	82500/-
2	Dr. Vijay Shakya	2015	Isolation Purification and Structure Elucidation of Flavonoids	UGC	190000/-

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

S. No.	Name of the faculty	Regional/ State	National	International
1	Dr. Naina Kanswa	-	01	-
2	Dr. Sumanlata Gupta	-	01	-
3	Prof. Adila Sultana	-	-	-
4	Dr. Deepak Meena	-	02	-
5	Dr. M.M. Mehta	-	02	-
6	Dr. Narendra Kumar	-	01	-
7	Dr. B.K. Prajapati	-	05	-
8	Dr. Sarita Ghanghat	-	01	-
9	Dr. Vijay Shakya	-	06	-
10	Dr. Madhusudan Prakash	-	01	-

- Publications in national/ international journals

S.No.	Name of the faculty	Name of the journal	Title of the paper	ISSN/ ISBN number /Impact factor
1	Dr. Naina Kanswa	-	-	-
2	Dr. Sumanlata Gupta	DarshDisha (National)	Beauty of Aphorism in Literature: A Study	2395 5880
3	Prof. Adila Sultana	-	-	-
4	Dr. Deepak Meena	Indian journal of multidisciplinary research	Gramin vikash me adibasi female ki isthi	2395-3659
5		Shode patrika dharsh disha	Bhariya videsh neeti me bhart cheen sumbandh bhoot, barman, bhavis.	2395-5880
6	Dr. M.M. Mehta	IJAMH 6(2) (National)	Gender, Feminism and modern literature in the Novels of Taslima Nasreen.	2319-5231 (1)
7		International journal on Arts Management and Humanities 6(2) (National)	Literary language in the Poetry of Agha Shahid Ali.0	2319-5231 (2)
8		IJAMH 6(2) (National)	Magical Realism Reflected in the Salman Rushdie's Novel Midnight's children	2319-5231 (3)
9		IJRESS (National)	Themes and Techniques in Anita Desai's Major Novels.	2249-7382 (1)
10		IJRESS (National)	Thematic Study of Anita Desai's Major Novels.	2249-7382 (2)
11	Dr. Narendra Kumar	Sanskriti Sourabham (National)	Miradula ke upanyason me naari paatra	2249-829X
12	Dr. B.K. Prajapati	Naveen shodh sansar International Journal	Taitiri upnshad me bramh vidhya ka adhyan	2320-8767
13		Divya Shodh sansar International journal Neemach m.p	brahdaranyakopnisad me yagyavalkya ashwal ka aakhyan	2394-3807
14		darsh Disha shodh journal vidisha m.p	Bhagwadgeeta me rajneetik Vyawastha	2395-5880

15		sanskrit vanmayi Lucknow University UP	Geetashasre vidyamanam jewasha punarjanamvisye samany vicharh page no. 63-66	2231-5799
16	Dr. Sarita Ghanghat	NSS (International)	Ethno-medicinal trees	IF-4.710 23208767
17		NSS (International)	Some Ethnomedicinal- Climbers Plants used to Local Peoples Vidisha Dist.	IF-4.710 23208767
18		DarshDisha (National)	Oshdhiya Poudha – nir ka upyog	2395 5880
19	Dr. Vijay Shakya	Research Journal Darsh- Disha	Gramin Mahila Sashaktikaran me Sambadh	2395-5880
20		Naveen Shodh Sansar (An International Refereed/ Peer Review Research Journal) Vol. 1	Antidiabetic, Hypocholesterolemic and Lipid	2320-8767
21		Research Journal Darsh- Disha Vol. 10	Pharmacological Antidiabetic Activities	Vol10 2395-5880
22		Naveen Shodh Sansar (An International Refereed/Peer Review Research Journal) Vol.1 Mar.18	Antidiabetic and Triglyceride Activity by	2394-3793
23	Dr. Madhusudan Prakash	Sanskriti Sourabham (National)	1773 Viniyaman Adhinyaman (Regulating Act.) ka Mahatva	2249-829X

- List of linkages/ Collaborations/ MOUs

Nil

- College Publications: Research Journal, Magazine, Newsletter

Magazine “VAIDISHA” was published in the month of April 2017

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	Techn ical Staff
	Pr of	Pro mot ed Prof	Assis tant Prof	Gues t Facul ty		
Sanctioned by UGC/ University/ <u>State Govt</u>	02	-	27	21	05	04
<i>Filled</i>	-	04	06	21	03	03
Sanctioned by Management/ <u>Janbhagidari Samiti/</u> Other authority	-	-	-	05	04	02
<i>Filled</i>	-	-	-	05	04	02

2. Guest Faculty: subject-wise appointments

S.no.	Name of the Guest Faculty	Qualification	Subject
1	Dr. Kanchan Vaidya	M.Sc., Ph.D.	Botany
2	Dr. Ekta Gupta	M.A., Ph.D.	Economics
3	Dr. Sapna Shrivastava	M.Sc., Ph.D.	Zoology
4	Dr. Shailendra Upadhyay	M.Sc., Ph.D.	Chemistry
5	Dr. Nighat Parveen	M.Sc., Ph.D.	Botany
6	Dr. Pawan Jain	M.A., Ph.D.	Sociology
7	Dr. Shrikant Ringe	M.A., Ph.D.	Hindi
8	Dr. Pooja Mishra	M.Sc., Ph.D.	Chemistry
9	Dr. Purushottam Bhawre	M.Sc., Ph.D.	Physics
10	Dr. Anita Shakya	M.Sc., Ph.D.	Chemistry
11	Dr. Geeta Chouhan	M.A., Ph.d.	Sociology
12	Ku. Suneeta Singh Thakur	M.Sc., M. phil.	Chemistry
13	Mr. Saifullah Khan	M.A.	Economics
14	Kum. Shivani Vishnoi	M.Sc.	Maths
15	SMT. Ragni Verma	M.Sc.	Physics
16	Mr. Kamlesh Kumar Bakariya	M.Sc.	Maths
17	Mr. L.N. Dubey	M.Sc.	Zoology
18	Mr. Rajaram Ravte	M.Sc., M. phil.	Physics
19	Mr. Ramkresh Kushwah	M.Sc.	Maths
20	Ku. Vimla Kadam	M.P.ed.	Sport
21	Mr. Deepak Purwar	M.Lib. Isc	Librarian

3. Annual improvement in academic, research & administrative Initiatives

- Research development committee is formed in the college with all the HOD's as its members.

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.

- 1- Educational tour for students was organized by Zoology Department for Sericulture center Sironj and Johad (Vidisha)
- 2- Educational tour for students was organized by Botany Department to Village Kakraoda for motivating the students to prepare plant Nursery.

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]

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

IQAC monitor and hold meetings with different stake holders and faculty members and continuously work for the academic betterment of the institute.

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
1	Bag Making	SMT Laxmi Sharma Savitri Mahila Mandal Basoda	07-27 Jan 2017

Placement Details

S.no.	No. of Students Selected	List of employers/companies	Salary Package
1	25	Mgt. Of Pvt. School & Pvt. Computer Centres.	-

Alumni Profile

S.no.	Name of Alumni	Employment status	Name of the organisation
1	Rajesh Mathur	Industrialist	Ambika Associate
2	Anil Yadav	Journalist	Nav Duniya
3	Akhilesh Shrivastava	Electronic Media	Aaj Tak
4	Neeraj Shrivastava	Bureau Chief	News Nations (MP, Chattisgarh)
5	Rahul Thakur	Politician	NagarPalika Basoda
6	Dr. M.M. Mehta	Asst. Professor	Deptt. Of Higher Education MP
7	G.P. Bhargava	Principal	School of Excellence, Basoda
8	Mahesh Patil	Advocate	Civil Court, Basoda
9	P.K. Dubey	Lab Tech.	Govt. SGS PG College Basoda
10	Jagrati Saini	Stenographer	Income tax Dept. Nasik

14. Innovations and Best Practices

The institute has introduced various innovative measures in administration and academic areas which have helped in creating a positive impact on the overall functioning of the institute. Some of these are as follow:

- Online admission system.
- Established 6 Smart class room and computer laboratory.
- Personality development training
- Career guidance cell
- Wi-Fi facility is available systems in the study area of campus.→
- Scholarships are given to boost the moral of studious students.→
- Judicious use of ICT has reduced paper work during admissions process and examination as well as in office work.
- Automated SMS facility is provided to guardians and their wards through SMS gateway.
- Introduction of semester system and internal assessment.
- Established 10 STATION Gymnasium in the college.

- Active involvement of students through activity based committees.
Training of Libra office suit, Libra office calc & Libra office impress for students and faculty in collaboration with IIT, Mumbai sponsored by MHRD.

Best Practices

The two best practices which have contributed to the achievement of the institution are as follows.

1. Title of the Practice

Dress code for the students.

Goal

- To generate among the students a sense of fraternity and oneness.
- To inculcate among the students habit of discipline.
- To evolve an egalitarian culture within the campus irrespective of caste, creed and community etc.

The Context

The dress code is essentially to eradicate false sense of superiority and inferiority among the students on ground of their diverse socio-economic background. In addition indecent dressing especially among the girls occasionally leads to breach of discipline.

The Practice

The initiative for the introduction of this practice came from the students community themselves so the operation of the practice has been very smooth.

Evidence of Success

The success of this practice is manifested by the fact that the students voluntarily switched over to the dress code which was prescribed by the college administration after consultation with staff holders.

Problems Encountered and Resources Required

The college administration never faced any problem, resistance etc. about this practice from any quarter.

Title of the Practice

Activity based clubs.

Goal

The aim is to provide a model of leadership where academically best students are provided platform to debate and discuss issues confronting the society. Participation in such clubs generate creative activities in the college and helps to develop management skill among the students.

The Context

Emergence of good and responsible leadership among the students is the need of the day. Through these clubs they are given an opportunity and adequate support to organize extra-curricular and co-curricular activities, thus giving them leadership role.

The Practice

No such institutional mechanism was available to the students as an outlet to their creative potentiality. The membership drive for these clubs is voluntary and organized by the advisor of the club who is a senior faculty member. While taking membership, the advisor of the club keeps into consideration the interest of the concerned student.

Evidence of Success

The biggest evidence of success is that these clubs act as a conduit to provide the students with an opportunity to organize activities such as lectures, debate competition, extension and various other co-curricular activities in the college. Endeavour towards associating students with community development have been undertaken by the concerned club.

Problems Encountered and Resources Required

A faculty member acts as an Advisor to the activity club and is responsible for guiding and supervising the activities of the club. If such clubs are tied-up with specialized agencies having expert knowledge in their respective field such as EPCO, M.P. Pollution Control Board and M.P. Urja Vikas Nigam etc. then the activities of the club may become more fruitful and meaningful to the students as well as the society..

Contact Details

Name of the Principal : Dr. Rekha Barethia
Name of the Institution : GOVT. SANJAY GANDHI SMRITI POST GRADUATE
COLLEGE GANJBASODA, DISTRICT VIDISHA (M.P.)
City : GANJBASODA
Pin Code : 464221
Accredited Status : ACCREDITED IN CYCLE-II "B" (in 2016)
Work Phone : 07594220056
Fax : ---
Website : <http://www.mpcolleges.nic.in/sgspgcganjbasoda/>
E-mail : hegsjscganvid@mp.gov.in
Mobile : +919425453114

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

Strengths:-

- 05 Technology enabled class rooms (Smart Classes) to facilitate use of modern teaching methods.
- Consistently growing student strength. Girls constitute greater proportion of the total enrolment.
- Strategic role of the college in providing opportunity of higher education to marginalized sections of the society.
- High growth potential due to the distant location from district headquarter.
- Qualified and committed teaching faculty
- Has two self-finance programmes in M.A. and one in B. Sc. With Computer Science
- Well equipped departmental laboratories in science faculty for UG and PG classes.
- A well furnished Computer Laboratory with 18 computers having latest configuration
- Career Guidance Cell conducting skill-development and other career Counselling programmes.
- Internal Quality Assurance Cell
- NCC and NSS units
- Transparent and prompt disbursal of all types of scholarships
- 10 STATION Gymnasium to develop physical fitness and bodily strength for students
- Girls common room with separate toilet facility
- Availability of ample sports ground for organizing out door events

Weakness:-

- Shortage of regular faculty owing to 50% vacant posts. In the absence of permanent faculty, some departments are being run totally by the guest faculty.
- Considering the magnitude of the student Strength some additional teaching posts are required to be sanctioned.
- Non availability of efficient and requisite Support staff (technical and ministerial).
- Acute shortage of class rooms and laboratory spaces to accommodate the existing student strength. No separate class rooms and laboratories are available for PG students in science faculty.
- Need for bigger Central Library to accommodate the rising number of books every year.
- No separate departmental library is available in science faculty.
- No specific rooms and departmental library are available for PG departments in Arts Faculty which hampers the efficient transaction of the academic work.
- Need for a bigger computer lab.
- Non availability of hostel especially for girls coming from remote area.

Opportunities:-

- Initiating remedial coaching, extension lectures and focusing more on learner-centric classrooms.
- Helping the weaker students by initiating special skill based courses to fill the gap between their strength and weaknesses.

Challenges:-

- Filling up vacant regular posts and getting more posts sanctioned from the government to cope with the student strength in each subject.
- Availability of qualified teachers for guest faculty working against vacant posts at low emoluments.
- To sustain the interest of the students in traditional programmes vis-à-vis their employability.
- Increase the participation in co-curricular and extra-curricular activities of students especially those coming from remote rural areas.

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
1	Administrative	Construction of class room & labs on the	This will cope up with the increasing strength

		first floor	
2	Administrative	Construction of cultural hall	It will cater the need of students for cultural activities
3	Administrative	Indoor stadium	Sport activities will boost up
4	Administrative	Canteen	At present there is no canteen for student & faculty.
5	Academic	Proposal for opening commerce stream	This will full fill the demand of the students

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

1. Sanctioned seats and enrolment

(a) Sanctioned Seats					
	SC	ST	Other Reserved Categories	General	Total
Undergraduate	74	92	64	230	460
Postgraduate	40	50	35	125	250
PhD	-	-	-	-	-

Data Source: AISHE

(b) Enrolment							
		Undergraduate			Postgraduate		PhD
		Year 1	Year 2	Year 3	Year 1	Year 2	
SC	Male	63	51	39	16	12	-
	Female	47	41	42	32	21	-
ST	Male	0	04	02	00	00	-
	Female	03	00	04	01	00	-
Other Reserved Categories	Male	105	67	68	31	15	-
	Female	95	75	85	89	56	-
General	Male	57	52	49	11	08	-
	Female	74	71	61	64	23	-
Total	Male	225	174	158	58	35	-
	Female	219	119	192	186	100	-

Data Source: AISHE

Number of sanctioned seats by discipline group and enrolment in the 1 st year as on September 30 th [current year]				
Discipline Group	Undergraduate		Postgraduate	
	Sanctioned Seats	Enrolment	Sanctioned Seats	Enrolment
Arts	200	200	140	138
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	260	244	110	106
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	63	Result Awaited	
	Female	47		
ST	Male	0		
	Female	03		
Other Reserved Categories	Male	105		
	Female	95		
General	Male	57		
	Female	74		
Total	Male	225		
	Female	219		

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 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	16	Result Awaited	
	Female	32		
ST	Male	00		
	Female	01		
Other Reserved Categories	Male	31		
	Female	89		
General	Male	11		
	Female	64		
Total	Male	58		
	Female	186		

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	63	Result Awaited
	Female	47	
ST	Male	0	
	Female	03	
Other Reserved Categories	Male	105	
	Female	95	
General	Male	57	
	Female	74	
Total	Male	225	
	Female	219	

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	16	Result Awaited
	Female	32	
ST	Male	00	
	Female	01	
Other Reserved Categories	Male	31	
	Female	89	
General	Male	11	
	Female	64	
Total	Male	58	
	Female	186	

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 Residents	Females	Others	
Assistant Professor	Sanctioned	-	-	-	-	-	Total 27
	Filled (Regular)	05	-	06	1	-	01
	Filled (Contract)	-	-	-	-	-	-
	Guest Lecturers	04	01	21	10	03	13
Associate	Sanctioned	-	-	-	-	-	-

Professor	Filled (Regular)	-	-	-	-	-	-
	Filled (Contract)	-	-	-	-	-	-
	Guest Lecturers	-	-	-	-	-	-
Professor	Sanctioned	-	-	-	-	-	Total 02
	Filled (Regular)	-	01	04	02	-	01
	Filled (Contract)	-	-	-	-	-	-
	Guest Lecturers	-	-	-	-	-	-
Admin. Staff (all)	Sanctioned	-	-	-	-	-	Total 25
	Filled (Regular)	01	-	06	-	-	05
	Filled (Contract)	-	-	-	-	-	-
Accountant	Sanctioned	-	-	-	-	-	Total 01
	Filled (Regular)	-	-	01	-	-	1
	Filled (Contract)	-	-	-	-	-	-

***Note - 04 Professors shown in the table are promoted from the post of Assistant/Associate Professors. (Two posts are sanctioned for direct recruitment.)**

(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	-	-	1
	Avg. number of days	-	-	2 weeks
Associate Professor	Number trained	-	-	-
	Avg. number of days	-	-	-
Professor	Number trained	-	-	-
	Avg. number of days	-	-	-
Administrative Staff (all)	Number trained	1	-	6
	Avg. number of days	5 days	-	1 week
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	05	01	-	-
	Contract	-	-	-	-
	Guest Lecturers	11	08	-	02
Associate	Regular	-	-	-	-

Professor	Contract	-	-	-	-
	Guest Lecturers	-	-	-	-
Professor	Regular	04	-	-	-
	Contract	-	-	-	-
	Guest Lecturers	-	-	-	-

***Note - 02 Professors shown in the table are promoted from the post of Assistant Professor. (Two posts are sanctioned for direct recruitment.)**

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	142	987378	23	205518	-	-
	Female	165	1185940	41	370184	-	-
ST	Male	02	17548	-	-	-	-
	Female	06	34625	-	-	-	-
General	Male	249	507145	-	-	-	-
	Female	101	510000	-	-	-	-
OBC	Male	201	940111	22	94265	-	-
	Female	257	1017728	46	237865	-	-
Total	Male	594	-	45	-	-	-
	Female	529	-	87	-	-	-

Data Source: AISHE

(a) Financial support received, from the DHE, by students in the college between October 1 st [previous year] to September 30 th [current year]							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	-	-	-	-	-	-
	Female	-	-	-	-	-	-
ST	Male	-	-	-	-	-	-
	Female	-	-	-	-	-	-
General	Male	-	-	-	-	-	-
	Female	-	-	-	-	-	-
Total	Male	-	-	-	-	-	-
	Female	-	-	-	-	-	-

Data Source: College records, DHE

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

Data Source: Hostel register verified against fee receipts on record

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

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
1st year	Appeared	University has not send all classes mark sheet in the college									
	1 st division	0	0	0	0	0	0	0	0	0	0
	2 nd Division	0	0	0	0	0	0	0	0	0	0
	3 rd Division	0	0	0	0	0	0	0	0	0	0
0	Appeared	University has not send all classes mark sheet in the college									
	1 st division	0	0	0	0	0	0	0	0	0	0
	2 nd Division	0	0	0	0	0	0	0	0	0	0
	3 rd Division	0	0	0	0	0	0	0	0	0	0
3rd year	Appeared	44	35	03	05	65	58	51	67	163	165
	1 st division	02	04	0	01	10	20	11	21	23	46
	2 nd Division	21	24	0	01	27	26	14	18	62	69
	3 rd Division	0	0	0	0	0	0	0	0	0	0

(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
1st year	Appeared	Results have not been declared by the University									
	1 st division	0	0	0	0	0	0	0	0	0	0
	2 nd Division	0	0	0	0	0	0	0	0	0	0
	3 rd Division	0	0	0	0	0	0	0	0	0	0
2nd year	Appeared	Results have not been declared by the University									
	1 st division	0	0	0	0	0	0	0	0	0	0
	2 nd Division	0	0	0	0	0	0	0	0	0	0
	3 rd Division	0	0	0	0	0	0	0	0	0	0

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)						
		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	47	4	3	28	-
	Female	55	27	4	29	-
ST	Male	2	-	-	3	-
	Female	1	1	-	1	-
General	Male	87	10	10	56	-
	Female	131	52	19	51	-
Total	Male	136	14	13	87	-
	Female	187	80	23	81	-

Data Source: Records of the college placement cell

(b) Placement and Tracking of Students who graduated in [previous academic year] (Postgraduate)						
		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	12	4	2	6	-
	Female	24	2	2	22	-
ST	Male	1	1	-	-	-
	Female	-	-	-	-	-
General	Male	40	17	15	8	-
	Female	48	5	30	13	-
Total	Male	53	22	17	14	-
	Female	72	7	30	35	-

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	Nil
Commerce	Nil
Criminology and Forensic Science	Nil
Cultural Studies	Nil
Defence Studies	Nil
Design	Nil
Disability Studies	Nil
Education	Nil
Fashion Technology	Nil
Fine Arts	Nil
Fisheries Science	Nil
Foreign Languages	Nil
Gandhian Studies	Nil
Home Science	Nil
Indian Languages	Nil
IT & Computer	Nil
Journalism and Mass Communication	Nil
Law	Nil
Library and Information Science	Nil
Linguistics	Nil
Management	Nil
Marine Science and Oceanography	Nil
Oriental Learning	Nil
Physical Education	Nil
Religious Studies	Nil
Science	Nil
Social Science	Nil
Social Work	Nil
Women Studies	Nil
Literature	Nil
Other	Nil
All disciplines	Nil

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	Nil	Nil
Commerce	Nil	Nil
Criminology and Forensic Science	Nil	Nil
Cultural Studies	Nil	Nil
Defence Studies	Nil	Nil
Design	Nil	Nil
Disability Studies	Nil	Nil
Education	Nil	Nil
Fashion Technology	Nil	Nil
Fine Arts	Nil	Nil
Fisheries Science	Nil	Nil
Foreign Languages	Nil	Nil
Gandhian Studies	Nil	Nil
Home Science	Nil	Nil
Indian Languages	Nil	Nil
IT & Computer	Nil	Nil
Journalism and Mass Communication	Nil	Nil
Law	Nil	Nil
Library and Information Science	Nil	Nil
Linguistics	Nil	Nil
Management	Nil	Nil
Marine Science and Oceanography	Nil	Nil
Oriental Learning	Nil	Nil
Others / Inter-disciplinary	Nil	Nil
Physical Education	Nil	Nil
Religious Studies	Nil	Nil
Science	Nil	Nil
Social Science	Nil	Nil
Social Work	Nil	Nil
Veterinary and Animal Sciences	Nil	Nil
Women Studies	Nil	Nil
All disciplines	Nil	Nil

Data Source: College/university records

Number of papers published in peer-reviewed journals between October 1 st [previous year] to September 30 th [current year]			
Discipline Group	Number of papers published		Number of published papers through cross-institute research collaboration
	International Journals	National Journals	
Agriculture	-	-	-
Arts	03	11	-
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	04	03	-
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

	Date of Application (LOI & SSR submitted)	Date on which accreditation was received	Grade	Valid till
1 st Cycle	18/01/2006	17/10/2006	C++	2011
2 nd Cycle	02/04/2016	02/12/2016	B	2021
3 rd Cycle	-	-	-	-

Date of submission of the Annual Quality Assurance Report for the current year: **Sept. 2017**.

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

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)	100	96	85	81	-	-
Percentage of sanctioned seats in the 1 st year filled (postgraduate, all categories)	100	98	89	-	-	-
Transition rate from the 1 st year to the 2 nd year (undergraduate, all categories)	100	98	80	76	-	-
On-time graduation rate (undergraduate, all categories)	-	-	-	76	-	-
Transition rate from the 1 st year to the 2 nd year (post graduate, all categories)	-	82	-	-	-	-
On-time graduation rate (postgraduate, all categories)	-	-	79	-	-	-
Regular faculty in position rate (all levels, reserved categories)	-	-	-	-	-	37
Regular faculty in position rate (all levels, unreserved categories)	-	-	-	-	-	-
Percentage of regular faculty with PhDs (all levels)	-	-	-	-	-	98
Employment rate of graduates from the previous academic year (undergraduate, all categories)	-	-	-	-	-	28
Employment rate of graduates from the previous academic year (postgraduate, all categories)	-	-	-	-	-	43
Percentage of total revenue generated through externally funded research	-	-	-	-	-	-
Number of papers published in peer-reviewed, international journals	-	-	-	-	-	3

Source: Tables under section 1-8.

11. Financial Reports

Name and registration number of the auditor **_AG MP Gwalior_**.

Number of audit observations recorded by the auditor **_Two_**.

Number of audit responses found satisfactory, as certified by the project directorate **Nil, but the relevant information about the objection has been sent for removal of objection_**.

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 **_31/03/2018_**

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.