

## 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 31<sup>st</sup> 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. Arts & Commerce P.G. College, Harda
- Place of the college - Harda
- District - Harda
- Division -Hoshangabad
- Year of establishment of college -1963 (Under Taken by Govt. 01.10.1982)
- Name and Contact details( Mail id , Phone ) of Principal –
  - Name - Prof. Vijay Kumar Agrawal
  - Mail id – [hegaacchar@mp.gov.in](mailto:hegaacchar@mp.gov.in)
  - Phone No. – 9826023889
- Name , Post and Contact details of ( mail id, Phone no.) of Reporting In charge –
  - Name – Dr. Sangeeta Biley
  - Mail id – [sangeetakulhare@rediffmail.com](mailto:sangeetakulhare@rediffmail.com)
  - Phone No. – 9993964204
- Date of report submission – 20.09.2018

### 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.

The college provides higher education in all the three disciplines Arts, Science and Commerce by imparting education in 17 academic programmes. The degree level programmes are B.A. (Plain), B.Com. (Plain & Computer), B.Sc. (Mathematics, Biology & Computer), B.C.A. & B.B.A. at P.G. level, the academic programmes include M.Com., M.A. in Political Science, Economics, Sociology, Hindi & History, M.Sc. in Computer Science, Mathematics and Chemistry.

The college has vibrant N.S.S., Career Counseling Cell, Personality development cell and Sports Departments. N.S.S. unit of the college is very much committed to instill the virtue of social service and moral values among the students. It has boys wing and regular annual camps are held in remote villages. N.S.S. are committed to promote plantation, carry awareness campaign on issues related to environment, AIDS awareness, pollution, dignity of women, prohibition, human rights, etc. Swami Vivekananda Career Counseling Cell of the college plays an active role by organizing career guidance programmes and self-employment training programmes. In the last five years, it has provided self-employment trainings in mobile repairing, computer repairing etc. It has its own library with collection of books to strengthen the academic efficiency to compete several competitive examinations.

The college is presently recognized centre for research in Hindi & Commerce by the affiliating university. Most of the members of the teaching faculty have published research papers in national/international research journals, and also as chapters in books. Many teachers have published their research papers in books with ISBN. During the last year, all the regular teachers have attended academic seminars/conferences and presented their papers.

Govt. College Harda organises seminar, lectures for the student of college. For slow learners the college holds problem solving sessions, remedial classes . The college teachers give suggestions for preparing for various competitive examinations. The college has vivekanand career guidance cell. The entire academic and extra curricular (games, sports, youth festival, cultural and social events)were conducted successfully as per schedule.

Major new initiatives:-1. Yoga and meditation camps will be organised.

2. Social awareness- The college will take concrete step in the direction of social awareness, for creating digital India ,health awareness, necessity and importance of voting will be reinforced, cleanliness drive will be taken up as a regular feature, etc.

3. Efforts for total green campus.

## **2. Overview (1 page)**

(i) Vision, Mission and Objectives of the college

- The vision of the college is to develop the college as an educational hub with all modern facilities and branches of study. The college is striving continuously towards achieving this goal.
- The mission of the college is to provide qualitative traditional higher education to the students who hail mostly from the surrounding villages.
- The Objective of the college is to achieve quality, equity, accessibility and inclusion 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

Status : Govt./Lead college of the District  
 University : Barkatullah University Bhopal.  
 UGC Recognition : Recognised by UGC under 2f and 12B.  
 Total Area : 200X250 = 50000 Sq.Feet .

Government Arts & Commerce Post Graduate College, Harda was initially established in 1963 by the Shikshan Vikas Samiti Harda. It was taken up by the Government in 01-10-1982. The college offers 17 regular and self finance programmes at UG/PG levels in arts, commerce and science faculties, Ph.D. programme in Hindi Literature and Commerce.

The institution presently (2017-18) has a total strength of 2905 in UG – 2258 and 647 in PG classes. The students of college mainly comprise of SC(950),ST(487)and OBC(1019) with a 458 unreserved category.

The college has 01 unit of NSS. It is a lead college of the Harda district. Presently the college has 08 permanent teachers and 17 Guest faculty. Most of the faculties are well qualified academically has acquired Ph.D. degree, and a few of them are involved in research work.

The college has various executive committees like RTI,CM Helpline, Anti-ragging and committee for ST,SC,OBC scholarship beneficiaries.

College has a one virtual class room and One Gym. karate classes are regularly conducted for girls students. We have well equipped e-library.

(iii) History of the college with significant milestones

Government Arts & Commerce Post Graduate College, Harda was initially established in 1963 by the Shikshan Vikas Samiti Harda. It was taken up by the Government in 01-10-1982. The college offers 17 regular and self finance programmes at UG/PG levels in arts, commerce and science faculties, Ph.D. programme in Hindi Literature and Commerce.

This college is included under Section 2(f) and declared fit to receive central assistance (UGC grants) under Section 12(B) of UGC Act, 1956 as per approved pattern of assistance under various schemes.

(iv) Faculties and major disciplines

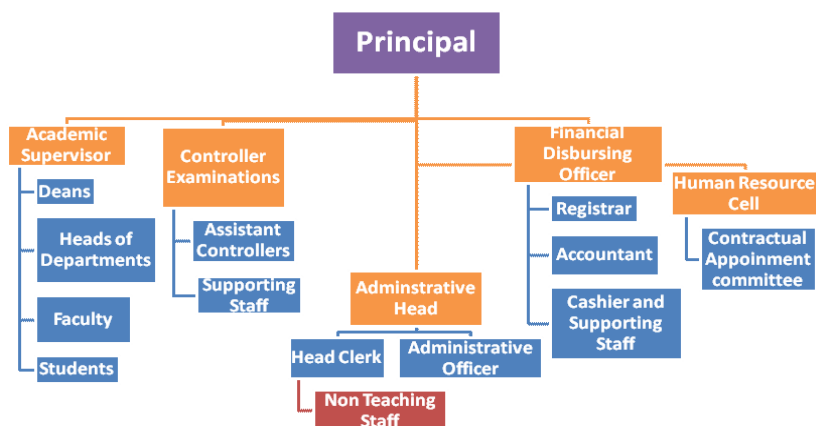
Faculty	Major disciplines UG	Major disciplines PG	Research
Science	Physics Chemistry Mathematics Computer –Science Zoology Botony	Computer-Science Mathematics Chemistry	Nil
Arts	Political Science Economics Sociology Hindi Literature English Literature Home Science History	Political Science Economics Sociology History Hindi	Hindi
Commerce	B.Com (Plain) B.Com(Computer application)	M.Com	Commerce
Any Other (Specify)	B.B.A. , B.C.A.		

### 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 -:



List of Chairperson/members of Statutory Bodies like Board of Governors/ Executive Committee/ Academic Council/ Janbhagidari Samiti, etc

#### 4. Admission Statistics (1 page)

- The number of applicants at the UG and PG level who ranked the college as their 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> 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 <sup>st</sup> preference	952	402	NA
Applications that ranked the college as the 2 <sup>nd</sup> preference	NA	NA	
Applications that ranked the college as the 3 <sup>rd</sup> preference	NA	NA	
Total number of applications received	952	402	NA
Number of students admitted	952	402	NA

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.A.	Male & Female	SC,ST,OBC & GEN.	100%	Nil
B.Com & M.Com	Male & Female	SC,ST,OBC & GEN.	100%	Nil
B.Sc. & M.Sc.	Male & Female	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	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
Commerce	Bachelor of Commerce	10+2(Science & Commerce) from a recognized Board OR 10+2(Science & Commerce) with relevant vocational course from M.P. Board	Foundation course + a group of 3 optional subjects
Science	Bachelor of Science	10+2(Science) from a recognized Board OR 10+2 (Science) with relevant vocational course from M.P. Board	Foundation course + a group of 3 optional subjects
BBA	Bachelor of Business Administration	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

BCA	Bachelor of Computer Application	10+2(Science& Commerce) from a recognized Board OR 10+2 (Science& Commerce) with relevant vocational course from M.P. Board	Foundation course + a group of 3 optional subjects
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#### Core Options at PG level

Faculty	Name of the Core Program	Eligibility	Subject Options
Arts	Master of Arts	3year Degree course in any faculty/ Honours degree course in same subject	Total 08 Papers
Commerce	Master of Commerce	3 faculty/ Honours degree course in same subject	Total 08 Papers
Science	Master of Science	3 year Degree course in same faculty/ Honours degree course in same subject	Total 10 Papers

#### Ph.D. Programs

S.no.	Subject	Eligibility	No. of scholars registered
1	Hindi	Written test and course work + P.G. in Hindi + as per university norms.	01
2	Commerce	Written test and course work + P.G. in Commerce + as per university norms.	06

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

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

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

The college is run in two shifts. An administrative building for office of Principal. There are 08 class rooms and one virtual class room. 06 labs, one e-library, one NSS room and Gymnasium and one room for karate training. An exam control room, one girls common room and auditorium is also in the college.

There is an advisory and development committee in the college with four members in it. Internet and Wi-Fi facility, Printer, Photocopier and scanner is available for students. One reading room is provided for students to avail these facilities.

- Student support services:
  - ✓ IT enabled services

College campus has 4G open Wi-Fi facility for all students and faculty members. Virtual Class Room, E-Library , Online Admission & Online Fees Deposition.

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

Financial assistance (scholarships/ schemes for SC/ST/OBC/ minority, Group Insurance Schemes) are provided for the students as per govt. norms.

- ✓ 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.

College has one NSS unit of 100 Boys. Ramps are provided for physically challenged. Grievance Redressal Cell and Career Guidance Cell is also here.

**In NSS some regular activities.-**

- 1- A Seven days camp in a village in each session.
- 2- Health awareness programmes.
- 3- Cultural & literary programmes.
- 4- Plantation.

### **Career Guidance Cell**

In session 2017-18 under Career Guidance program The college organised various programmes on every Saturday of the months throughout the year-

1. Zero classes in July for preparing students for competitive exams.
2. In August lectures on computer and Information technology was held.
3. In September lectures on Mathematics held.
4. October month was allotted for personality development and preparation of students for interview.
5. In November students were prepared for semester exams.
6. In December lectures were conducted for preparation of students for competitive exams.
7. In February 2018 lectures for students held on entrepreneurship development.

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

Youth festival and sports activities are being conducted as per calendar of Higher Education. Students participated in these activities and got University level recognition.

- ✓ Major student welfare initiatives over the past year



4G open Wi-Fi , E-library with “soul” software facility are started in the college for students.

- Extension Activities

CCTV Cameras installed in Library and college campus.

## 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. Focusses, 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	Youth Festival	Drawing	Nil	Nil	Nil

- Awards and Achievements

Name of the student	Class	Event	Award/Achievement
Ku. Mamta Billore	M.A. Political Sc.	Karate	II

### SPORTS

- Participation

S.no	Name of the event	Division Level	State Level	University/ National Level	International Level
1	Cricket	01	01	01	Nil
2	Athletics	25	02	Nil	Nil
3	Hand Ball	12	02	02	Nil
4	badminton	01	Nil	Nil	Nil
5	Kho-kho	01	01	01	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	Nil	Nil	Nil	Nil	Nil

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

S. No.	Name of the faculty	Regional/ State	National	International
1	Dr.Q.J.Shami	Nil	01	03
2	Dr. P. Soni	02	03	Nil
3	Dr. S. Biley	Nil	07	Nil
4	Dr. D. Shah	Nil	10	01
5	Dr. M. Solanki	Nil	05	Nil
6	Dr. Satyam Soni	Nil	01	01

- Publications in national/ international journals

S.No.	Name of the	Name of the	Title of the	ISSN/ ISBN number
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	faculty	journal	paper	/Impact factor
1	Dr. S. Biley	Naveen Shodh Sansar	Common Fixed point theorem in Fuzzy metric spaces for Two mapping. Page No. 18-19	2320-8767
2	Dr. P.Soni	Research Link	Socio Economic Importance of Banking	0973-1628
		Swadeshi Research Foundation	Impact of Modernity of Tribal in India	2394-3580
		Swadeshi Research Foundation	Today's Need swacchha Bharat Abhiyan	2394-3580
5	Dr. Q.J. Shammi	International Journal of Zoology studies	Study of haematological alterations induced by exposure to diazinon in Channa punctatus (blochs) Page No 334-338	2455-7269
		National Journal of Multi disciplinary research and development	Spatial and seasonal variations of phytoplankton dynamics special reference to physic chemical variable in lower lake of Bhopal. Page No 398-404	2455-9040
		Bioscience Discovery	Assessment of Iron-toxicity by evaluating enzymological markers in liver and kidney of major carp Labeo-rohita (HAM). Page No 671-678	2229-3469-2231-024

		National Journal of Higher education biotechnology	Biochemical changes in the fresh water teleost fish L-rohita (HEM) following exposure to sub lethal concentration of diazinon. Page No 163-165	2454-5287
		International Journal of fisheries and aquatic structure	Anthro impact by phenolic in relation to the P.C. parameters	2394-0506
6	Dr. Satyam Soni	Research Link	Vaishwik Arthvayvastha ke Paridrashya page No. 15-16	0973-1628
		Research Link	Bharat me Berojgari ki sthiti ka Addhaya. Page No. 22-23	0973-1628
		Research Link	Bharat me E-Books ka online Bazar Page No. 28-29	0973-1628
		Kaav International Journal of Economics, Commerce & Business Management	Challenges of HRM in Modern Management. Page No. 377-379	2348-4969

- List of linkages/ Collaborations/ MOUs

Nil

- 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	Technical Staff
	Prof	Promoted Prof	Assistant Prof	Guest Faculty		
Sanctioned by UGC/ University/ State Govt						
<i>Filled</i>	Nil	Nil	08	17	08	Nil
Sanctioned by Management/ Janbhagidari Samiti/ Other authority	Nil	Nil	Nil	12	08	Nil
<i>Filled</i>	Nil	Nil	Nil	12	08	Nil

### 2. Guest Faculty: subject-wise appointments

S.no.	Name of the Guest Faculty	Qualification	Subject
1	Dr. Balkrishna Bishnoi	M.Phil., Ph.D	Political Science
2	Dr. Mahendra Sirohi	M.Phil Ph.D, NET	Political Science
3	Shri Sanjay Patwa	M.A., NET	Economics
4	Dr. Nirmala Dongre	M.Phil, Ph.D, NET,SET	Economics
5	Dr. Gurjeet Chawla	M.A., Ph.D.	Economics
6	Shri Santosh Rathore	M.A. NET	History
7	Shri Khemraj Mahajan	M.A.	English
8	Dr. Priyanka Rai	Ph.D , NET	Hindi
9	Dr. Sanjeet Soni	M.Phil, Ph.D.	Hindi
10	Smt. Deepti Chouhan	M.Com.M.Phil,	Commerce
11	Smt. Sonali Ganrade	M.Com.M.Phil.	Commerce
12	Shri Ashish Tomer	M.Phil.,SLET	Botany
13	Dr. Pooja Soni	M.Phil.,Ph.D	Physics
14	Smt Hamna Parveen	M.Sc. , M.Phil	Mathematics
15	Ku Sadiya patel	M.Sc.,	Chemistry
16	Dr. Devendra Rodge	M.Sc., M.Phil, Ph.D.	Chemistry
17	Ku. Neha Rathore	M.Com, M.Phil	Commerce
18	Shri Harihar Labhaniya	M.C.A, M.Phil	Computer Application
19	Miss Huma Butt	M.A. Eng.M.B.A., MSW	BBA
20	Shri Kanhaiya lal Malviya	M.C.A. M.A. Eng.	Computer Application
21	Shri Basant Singh Rajput	M.Phil.	Hindi

22	Dr. Shrilata Kutty	M.Sc., Ph.D,SLET	Environment
23	Smt. Anila Bajaj	M.Com.	Entrepreneurship
24	Smt. Gunjan Solanki	M.Sc. M.Phil.	Computer Science
25	Shri Shashank Shukla	M.Sc., M.Phil.	Physics
26	Shri Anshul Joshi	M.Sc. maths, MCA	Computer Science
27	Shri Rajesh Dixit	M.A. M.Phil	Sociology
28	Shri Savendra Patel	M.Com.	Commerce
29	Smt. Bhawna Agrawal	M.Phil	Mathematics

### 3. Annual improvement in academic, research & administrative Initiatives

1. Total Admission increase in UG & PG level
2. NAAC Awarded
3. 133 Student got benefit in MMVY (Mukhya Mantri Medhavi Vidhyarthi Yojna)
4. Ph.D. Awarded in Zoology Department.
5. Free Books & Stationary Distribution.
6. Free Smart Phone Distribution.

### 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.

Career Fair organised on 13.03.2018 under which various Government and Non-Government organizations were called in the college to guide the students in different fields for employment  
The following organizations kept their stalls in the career fair.

1. Shri Ajay Trivedi-“ Pradhanmantri kaoshal vikas Kendra”
2. Shri Brajesh Mishra- “Jila vyapar aur udyog Kendra Harda”
3. Shri Rajkumar Sahu- NavShakti Bhopal
4. Shri Himanshu Onker-LIC
5. Shri Vikas Mishra- LLT power
6. Shri Lakshman singh silothe- Matsya palan vibhag

## **NAAC**

On 13<sup>th</sup> and 14<sup>th</sup> November 2017 for the second phase of NAAC Assessment a peer team from Bangalore visited the college. The peer team constituted Dr. S. Bhagyanarayan as the chairperson and the coordinators Prof. Sushil Kumar Sharma and Dr. Rohini Kelkar. In their visit they had interaction with the faculty of various department and office staff. They checked the documents and also had a brief meeting with the Principal of the college. They also interacted with the steering committee, IQAC members, Sports and NSS members. Interaction with Alumni and parents was also the part of their visit . Various cultural programmes were also conducted on 14<sup>th</sup> November by the students. In this II phase the college secured 1.96 CGPA and grade ‘C’ which is valid till 2022.

### **“Sankalp se siddhi”**

On the occasion of 75<sup>th</sup> anniversary of Quit India Movement through “Sankalp se siddhi” program, an oath was taken to make India free from social evils. In this occasion various activities were conducted for students on 22.09.2017 under the following six topics.

1. Free from poverty
2. Free from Impurity
3. Terrorism free
4. Communalism free
5. Free from castism
6. Corruption free India

### **Youth festival**

In the session 2017-18 on 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> September 2017 college level youth festival was organized in which various activities were conducted successfully and students participated in Rangoli, Debate, Poster making, Clay modelling, spot painting, solo song, group song, Instrumental music and quiz competition.

Student participated in District level competition which were held on 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> September 2017.

Sandhya pasi the student of B.Com. III semester participated in spot painting university level competition held at Bhopal.

## 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 <sup>th</sup> September [current year]
enrolment	Enhancement of accessibility and improving enrolment ratio.	2 %	2 %
on time graduation rate	Achieving Academic Excellence by Providing Quality Education to Students.	2 %	2 %

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

For initiating quality assurance IQAC proposed e-library and up gradation of lab equipments. The proposal was accepted by govt. and equipments were received . E-library is also started in the college

## 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
1	NIL	NIL	NIL

Placement Details

S.no.	No. of Students Selected	List of employers/companies	Salary Package
1	NIL	NIL	NIL

Alumni Profile

S.no.	Name of Alumni	Employment status	Name of the organisation
1	NIL	NIL	NIL

## 14. Innovations and Best Practices

1. Plantation work is done by NSS in the campus regularly.
2. Installation of SOUL Software, E-Book teaching, E-News letter are regularly provided and updated.
3. Wi-Fi campus for the students. Career fair is organised every year for the employment of students in different field.
4. Plantation in NARMADA SEWA YATRA
5. EKATM YATRA.
6. Swachha Bharat Abhiyan.



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

**Strength :** The institute provides graduate and post graduate programme . In spite of poor infrastructure the more and more students wants to take admission in this college.

**Weakness :** Shortage of staff and infrastructure.

**Opportunity :** To open more self financed and skills oriented professional courses to cope with the demand of society.

**Challenges :** To mobilise available funds and to increase the participation of students.

## 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	Academic	To increase enrolled by 02 % per year.	More & more Students from rural areas of Harda will get opportunity for Higher Education.
2	Academic	To increase on time graduation rate	Increase in <b>employability of successful graduates</b>

## 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					
	SC	ST	Other Reserved Categories	General	Total
Undergraduate	161	184	310	295	1150
Postgraduate	67	76	128	205	476
PhD	Nil	Nil	Nil	Nil	

Data Source: AISHE

<b>(b) Enrolment</b>							
		<b>Undergraduate</b>			<b>Postgraduate</b>		<b>PhD</b>
		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 1</b>	<b>Year 2</b>	
<b>SC</b>	Male	148	120	90	74	25	Nil
	Female	162	132	78	74	47	Nil
<b>ST</b>	Male	115	78	48	29	18	Nil
	Female	79	60	20	21	10	Nil
<b>Other Reserved Categories</b>	Male	132	150	78	38	33	Nil
	Female	198	147	90	93	60	Nil
<b>General</b>	Male	53	44	41	24	12	Nil
	Female	65	69	61	49	40	Nil
<b>Total</b>	Male	448	392	257	165	88	Nil
	Female	504	408	249	237	157	Nil

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>				
<b>Discipline Group</b>	<b>Undergraduate</b>		<b>Postgraduate</b>	
	<b>Sanctioned Seats</b>	<b>Enrolment</b>	<b>Sanctioned Seats</b>	<b>Enrolment</b>
Arts	450	450	222	196
Commerce	300	258	110	110
Criminology and Forensic Science	NA	NA	NA	NA
Cultural Studies	NA	NA	NA	NA
Defence Studies	NA	NA	NA	NA
Design	NA	NA	NA	NA
Disability Studies	NA	NA	NA	NA
Education	NA	NA	NA	NA
Fashion Technology	NA	NA	NA	NA
Fine Arts	NA	NA	NA	NA
Fisheries Science	NA	NA	NA	NA
Foreign Languages	NA	NA	NA	NA
Gandhian Studies	NA	NA	NA	NA
Home Science	NA	NA	NA	NA
Indian Languages	NA	NA	NA	NA
IT & Computer (B.C.A)	60	24	NA	NA
Journalism and Mass Communication	NA	NA	NA	NA
Law	NA	NA	NA	NA
Library and Information Science	NA	NA	NA	NA
Linguistics	NA	NA	NA	NA
Management (B.B.A.)	60	7	NA	NA
Marine Science and Oceanography	NA	NA	NA	NA
Oriental Learning	NA	NA	NA	NA
Physical Education	NA	NA	NA	NA
Religious Studies	NA	NA	NA	NA
Science	280	213	144	95

Social Science	NA	NA	NA	NA
Social Work	NA	NA	NA	NA
Women Studies	NA	NA	NA	NA

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	115	71	20
	Female	84	72	07
ST	Male	68	35	18
	Female	19	17	04
Other Reserved Categories	Male	107	73	15
	Female	104	96	03
General	Male	51	36	06
	Female	66	60	03
Total	Male	341	215	59
	Female	273	245	17

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	34	19	08
	Female	56	31	06
ST	Male	24	16	08
	Female	18	08	04
Other Reserved Categories	Male	40	26	05
	Female	67	48	14
General	Male	25	13	02
	Female	50	31	12
Total	Male	123	74	23
	Female	191	118	36

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	118	61
	Female	84	57
ST	Male	68	26
	Female	19	14
Other Reserved Categories	Male	107	52
	Female	104	74
General	Male	51	27
	Female	66	53
Total	Male	341	166
	Female	273	198

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

(b) On-time graduation (Postgraduate)			
		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	34	18
	Female	56	26
ST	Male	24	14
	Female	18	03
Other Reserved Categories	Male	40	23
	Female	67	33
General	Male	25	09
	Female	50	18
Total	Male	123	64
	Female	191	80

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	Sanctioned	NA	NA	NA	NA	NA	22

<b>Professor</b>	Filled (Regular)	1	2	8	5	2	3
	Filled (Contract)	Nil	Nil	12	4	3	8
	Guest Lecturers	4	Nil	17	9	8	5
<b>Associate Professor</b>	Sanctioned	Nil	Nil	Nil	Nil	Nil	Nil
	Filled (Regular)	Nil	Nil	Nil	Nil	Nil	Nil
	Filled (Contract)	Nil	Nil	Nil	Nil	Nil	Nil
	Guest Lecturers	Nil	Nil	Nil	Nil	Nil	Nil
<b>Professor</b>	Sanctioned	Nil	Nil	Nil	Nil	Nil	4
	Filled (Regular)	Nil	Nil	Nil	Nil	Nil	Nil
	Filled (Contract)	Nil	Nil	Nil	Nil	Nil	Nil
	Guest Lecturers	Nil	Nil	Nil	Nil	Nil	Nil
<b>Admin. Staff (all)</b>	Sanctioned	1	Nil	Nil	Nil	1	17
	Filled (Regular)	1	Nil	8	Nil	1	6
	Filled (Contract)	2	Nil	8	1	2	4
<b>Accountant</b>	Sanctioned	Nil	Nil	Nil	Nil	Nil	Nil
	Filled (Regular)	Nil	Nil	Nil	Nil	Nil	Nil
	Filled (Contract)	Nil	Nil	01	Nil	Nil	01

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	Nil	02	Nil
	Avg. number of days	Nil	21	Nil
<b>Associate Professor</b>	Number trained	Nil	Nil	Nil
	Avg. number of days	Nil	Nil	Nil
<b>Professor</b>	Number trained	Nil	Nil	Nil
	Avg. number of days	Nil	Nil	Nil
<b>Administrative Staff (all)</b>	Number trained	Nil	N/A	Nil
	Avg. number of days	Nil	N/A	Nil
<b>Accountant</b>	Number trained	Nil	N/A	Nil
	Avg. number of days	Nil	N/A	Nil

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>
---

		PhD	Postgraduate	Undergraduate	Others
Assistant Professor	Regular	6	2	-	-
	Contract	1	5	-	6
	Guest Lecturers	7	1	-	9
Associate Professor	Regular	Nil	Nil	Nil	Nil
	Contract	Nil	Nil	Nil	Nil
	Guest Lecturers	Nil	Nil	Nil	Nil
Professor	Regular	Nil	Nil	Nil	Nil
	Contract	Nil	Nil	Nil	Nil
	Guest Lecturers	Nil	Nil	Nil	Nil

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	290	Rs. 3500 per student/ per year	115	Rs. 4000 per student/ per year	01	90,000
	Female	298		152		Nil	Nil
ST	Male	178		80		Nil	Nil
	Female	97		60		Nil	Nil
General	Male	Nil				Nil	Nil
	Female	Nil				Nil	Nil
Total	Male					Nil	Nil
	Female					Nil	Nil

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	Nil	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil	Nil
ST	Male	Nil	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil	Nil
General	Male	Nil	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil	Nil
Total	Male	Nil	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil	Nil

Data Source: College records, DHE

(b) Hostel occupancy as on 30 <sup>th</sup> September, [Current Year] (all hostels)
---

<u>Capacity</u> 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

<u>Capacity</u>		Number of residents	
(c) Hostel occupancy as on 30 <sup>th</sup> September, [Current Year] (girls only hostels opened after _____)			
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
1 <sup>st</sup> year	Appeared	115	84	68	19	107	104	51	66	341	273
	1 <sup>st</sup> division	27	32	12	6	38	55	22	38	99	131
	2 <sup>nd</sup> Division	45	37	24	6	38	37	15	24	122	104
	3 <sup>rd</sup> Division	16	6	8	5	6	6	4	0	34	17
2 <sup>nd</sup> year	Appeared	98	74	55	22	82	95	40	63	275	254
	1 <sup>st</sup> division	24	18	11	6	23	41	18	37	76	102
	2 <sup>nd</sup> Division	49	48	21	10	35	48	13	21	118	127
	3 <sup>rd</sup> Division	11	5	5	4	12	2	2	1	30	12
3 <sup>rd</sup> year	Appeared	90	74	48	20	77	87	40	58	255	239
	1 <sup>st</sup> division	25	24	9	4	24	41	10	28	68	97
	2 <sup>nd</sup> Division	34	33	15	10	31	29	17	26	97	98

	3 <sup>rd</sup> Division	4	3	2	0	0	4	2	0	8	7
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Data Source: AISHE, Examination results declared by [affiliating university/autonomous college]

<b>(b)Examination results for [previous academic year] (postgraduate)</b>											
		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	34	56	24	18	40	67	25	50	123	191
	1 <sup>st</sup> division	11	9	6	3	15	27	9	28	41	67
	2 <sup>nd</sup> Division	8	20	10	5	10	21	5	11	33	57
	3 <sup>rd</sup> Division	2	3	2	2	3	2	1	0	8	7
<b>2<sup>nd</sup> year</b>	Appeared	24	38	17	6	29	40	10	23	80	107
	1 <sup>st</sup> division	8	9	3	0	12	18	5	10	28	37
	2 <sup>nd</sup> Division	5	14	8	2	6	12	1	7	20	35
	3 <sup>rd</sup> Division	1	1	0	0	1	0	1	1	3	2

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	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil
ST	Male	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil
General	Male	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil
Total	Male	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil

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 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	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil
ST	Male	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil
General	Male	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil
Total	Male	Nil	Nil	Nil	Nil	Nil
	Female	Nil	Nil	Nil	Nil	Nil

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	Nil
Commerce	Nil
Criminology and Forensic Science	NA
Cultural Studies	NA
Defence Studies	NA
Design	NA
Disability Studies	NA
Education	NA
Fashion Technology	NA
Fine Arts	NA

Fisheries Science	NA
Foreign Languages	NA
Gandhian Studies	NA
Home Science	NA
Indian Languages	NA
IT & Computer	NA
Journalism and Mass Communication	NA
Law	NA
Library and Information Science	NA
Linguistics	NA
Management	NA
Marine Science and Oceanography	NA
Oriental Learning	NA
Physical Education	NA
Religious Studies	NA
Science	NA
Social Science	NA
Social Work	NA
Women Studies	NA
Literature	NA
Other	NA
<b>All disciplines</b>	NA

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	NA	NA
Cultural Studies	NA	NA
Defence Studies	NA	NA
Design	NA	NA
Disability Studies	NA	NA
Education	NA	NA
Fashion Technology	NA	NA
Fine Arts	NA	NA

Fisheries Science	NA	NA
Foreign Languages	NA	NA
Gandhian Studies	NA	NA
Home Science	NA	NA
Indian Languages	NA	NA
IT & Computer	NA	NA
Journalism and Mass Communication	NA	NA
Law	NA	NA
Library and Information Science	NA	NA
Linguistics	NA	NA
Management	NA	NA
Marine Science and Oceanography	NA	NA
Oriental Learning	NA	NA
Others / Inter-disciplinary	NA	NA
Physical Education	NA	NA
Religious Studies	NA	NA
Science	NA	NA
Social Science	NA	NA
Social Work	NA	NA
Veterinary and Animal Sciences	NA	NA
Women Studies	NA	NA
<b>All disciplines</b>	NA	NA

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	Nil	03	NIL
Commerce	Nil	04	NIL
Criminology and Forensic Science	NA	NA	NA
Cultural Studies	NA	NA	NA
Defence Studies	NA	NA	NA
Design	NA	NA	NA
Disability Studies	NA	NA	NA
Education	NA	NA	NA
Fashion Technology	NA	NA	NA

Fine Arts	NA	NA	NA
Fisheries Science	NA	NA	NA
Foreign Languages	NA	NA	NA
Gandhian Studies	NA	NA	NA
Home Science	NA	NA	NA
Indian Languages	NA	NA	NA
IT & Computer	NA	NA	NA
Journalism and Mass Communication	NA	NA	NA
Law	NA	NA	NA
Library and Information Science	NA	NA	NA
Linguistics	NA	NA	NA
Management	NA	NA	NA
Marine Science and Oceanography	NA	NA	NA
Oriental Learning	NA	NA	NA
Others / Inter-disciplinary	NA	NA	NA
Physical Education	NA	NA	NA
Religious Studies	NA	NA	NA
Science	02	04	NA
Social Science	NA	NA	NA
Social Work	NA	NA	NA
Women Studies	NA	NA	NA
<b>All disciplines</b>	NA	NA	NA

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		10.02.2007	C++	10.02. 2012
2 <sup>nd</sup> Cycle		27.11.2017	C	26.11.2022
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)		100%	100%	100%	95.75%	99.00%
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (postgraduate, all categories)		100%	100%	100%	99%	99.00%
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (undergraduate, all categories)		56.44%	57.23%	58.42%	74.23%	74.91%
On-time graduation rate (undergraduate, all categories)		50.55%	52.57%	53.28%	71.40%	59.28%
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (post graduate, all categories)		46.39%	47.38%	48.35%	62.22%	59.62%
On-time graduation rate (postgraduate, all categories)		34.63%	35.39%	36.43%	67.33%	45.85%
Regular faculty in position rate (all levels, reserved categories)		18.38%	17.24%	17.24%	24.13%	24.13%
Regular faculty in position rate (all levels, unreserved categories)		25.23%	24.13%	24.13%	13.79%	13.79%
Percentage of regular faculty with PhDs (all levels)		28.28%	27.58%	27.58%	27.58%	27.58%
Employment rate of graduates from the previous academic year (undergraduate, all categories)		Nil	Nil	Nil	Nil	Nil
Employment rate of graduates from the previous academic year (postgraduate, all categories)		Nil	Nil	Nil	Nil	Nil
Percentage of total revenue generated through externally funded research		Nil	Nil	Nil	Nil	Nil
Number of papers published in peer-reviewed, international journals		Nil	Nil	Nil	Nil	Nil

Source: Tables under section 1-8.

## 1. Financial Reports

Name and registration number of the auditor \_Rajendra Rajput & Company Chartered Accountant. No. 076460

Number of audit observations recorded by the auditor 17 time.

Number of audit responses found satisfactory, as certified by the project directorate 16.

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

## 2. 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 \_\_\_\_\_

### 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.