

# GOVT. GIRLS COLLEGE, ITARSI HOSHANGABAD (M.P.)



## ANNUAL REPORT YEAR 2017

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Near L.I.C. Office, Nyas Colony, Itarsi, 461111, Dist.- Hoshangabad (M.P.)

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(NAAC Grade- B)

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# Annual Report 2017

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. Girls College, Itarsi, Hoshangabad
- Place of the college - Near LIC Office, Nayas Colony, Itarsi
- District - Hoshangabad
- Division - Bhopal Narmadapuram
- Year of establishment of college - 12 July, 1989
- Name and Contact details( Mail id , Phone ) of Principal –  
Dr. Kumkum Jain Incharge Principal  
[jainkumkum86@gmail.com](mailto:jainkumkum86@gmail.com)  
07572-237390
- Name , Post and Contact details of ( mail id, Phone no.) of Reporting In charge –  
Dr. V.K. Rana, Professor Commerce  
07572-237390
- Date of report submission -

## 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.

### ➤ **College conducts many Co curricular activities e.g.**

#### **Extention Activities of the institution are as follows –**

- Red Ribbon Club organized AIDs awareness programs.
- During General elections our college organized voter Awareness Campaign. The effort of college in the sweep programs was rewarded by the office of the chief election officer of MP & Collector, Hoshangabad.
- Social activity club members regularly visit the local old age home and spent time with the senior citizen. They were also honoured in the college on senior citizen day, 1<sup>st</sup> October. Clothes are also donated to the needy people.
- N.S.S Unit of the college organize a 7 days annual camp every year in nearby villages. with many extension programs like creating awareness toward education, gender equality, social justice, environmental cleanliness personal health & hygiene, save girl child, drug addiction etc.

#### **N.C.C. Unit**

- N.C.C. Unit was not in the college up to 2015. so student were joining N.C.C. Unit of Govt. M. G. M. College, Itarsi
- An MOU signed for this collaboration.
- In the year 2016-17 N.C.C. Unit of 54 Girls is established in the college. Which is also active in extension activities like cashless transition awareness environment conservation, cleanliness drive etc.

#### **Career Guidance and Placement Cell:**

Vivekanand Career Guidance and Placement is actively working in the college. With the state govt.funds free job oriented trainings are organized regularly. Students are taken to job fairs held at the district colleges, where they interact with industries, Bank and Insurance agencies. This exposure is very beneficial for the students.

#### **Personality Development Programmes:**

We have an annual calendar issued by the Higher Education dept. regarding the personality development programmes to be conducted every month. The Personality Development Cell monitors the working and sends monthly reports to the dept. Lectures of experts on various aspects of personality development are organized by the cell.

## Student Participation in Sports Activities

S.No.	SPORTS ACTIVITIES	S.No.	SPORTS ACTIVITIES
1	Badminton	7	Soft ball
2	Yoga	8	Base ball
3	Judo	9	Athetics
4	Kho-kho	10	Carrom
5	Table-Tennis	11	Chess
6	Kabaddi		

### Events and successes of the past year –

1. Held entrepreneurship workshop.
2. Participation at University level Youth Festival Competition of group dance, debate & speech.
3. Student participated in All India softball & baseball competition.
4. College submitted has self study report to NAAC for 2<sup>nd</sup> cycle Accreditation.
5. We have done Library automation work.
6. Installed Rain Water Harvesting system & Solar Street light.
7. Developed a garden at college gate.

### Major new initiatives to be undertaken over the next year –

- NAAC Accreditation & Assessment 2<sup>nd</sup> cycle.
- Plan for PG Course in Political Science & Hindi Lit.
- Plan for B.Sc Computer Science & B.Sc clinical nutrition.

#### 1. Overview

- (i) Vision, Mission and Objectives of the college

**Vision:** - As the only girls college in the sub-district our vision is to provide quality and value based education combined with the emerging global trends to the girls of our area.

#### **Mission:-**

1. To impart higher education to the less privileged and deserving students of Rural areas near Itarsi, including the SCs, STs and OBC students.
2. To develop technical and vocational skills to face the challenges of society.
3. To develop linguistic skills and computer awareness to face modern needs.
4. To develop mental abilities for survival and for earning a livelihood in our Students.
5. To train them to work in a co-operative but highly competitive environment dominated by rapidly growing and changing technology.
6. To in still in the youth an awareness and respect for our historical and cultural heritage, to imbue them with a sense of pride and national identity.
7. To help the students to become self-reliant.

**(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.	<b>Government</b>
Affiliated	<b>Affiliated College</b>
UGC recognition	<b>2(f) and 12(B)</b>
location	<b>Urban</b>
campus area	<b>3498.728 Sq. mts. approximately</b>

**(iii) History of the college with significant milestones**

Govt. Girls College Itarsi was established in July, 1989 with 6 subject of arts faculty. College was conducted in rental building till 1995. In Nov. 1995 college shifted in its own building and constructed with Sansad Nidhi of 12 lac given by honorable MP Shri Sartaj Singh on land provided by municipal council of Itarsi. In 2008 College received 50 lac to extend building capacity through Mukhyamantri Ghoshna. In 2013 Deptt. of Higher Education sanctioned B.Sc Science faculty with 5 posts of assistant professor & B. Com Commerce faculty with 3 posts of assistant professor. Along with these course college conduct some self finance course like B. Com computer application, M.Com Mgt, MA Sociology, PGDCA & PGDFDM

**Milestones - NAAC Accreditation & Assessment**

NAAC 2006 - C+

NAAC 2017 - B

**National Seminar**

- i. January, 2013 - Contribution of working women in national development.
- ii. January, 2015 – Mahila Shiksha, Chunoutiya Ayaur Sambhavna.

**Student Support –**

NCC Unit started in 2016.

**Student achievement –** Some students position in University merit list.

A few students participated in All India Sports Competition.

**(iv) Faculty and major disciplines**

	Faculties	Major disciplines
UG	Arts	Hindi, English, Home Science, Sociology, Geography, Political Science, Economics
	Science	Physics, Chemistry, Mathematics, Zoology, Botany
	Commerce	B.Com. (Plain), B.Com. (Computer)

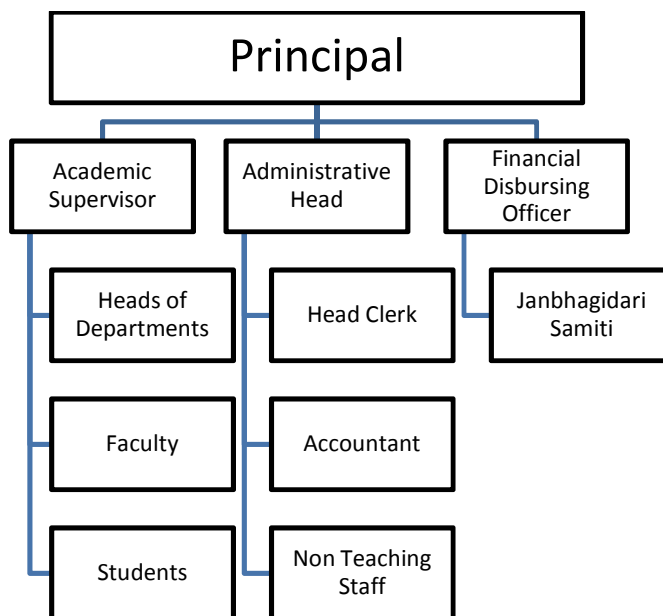
PG	Arts	Sociology
	Commerce	Management
	PGDCA	Computer Application
	PGDFDM	

## 2. 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 Janbhagidari Samiti

1. माननीय कलेक्टर महोदय,  
अध्यक्ष जनभागीदारी समिति, शासकीय कन्या महा. इटारसी  
होशंगाबाद (म.प्र.)
2. श्री अभिषेक गहलोत,  
अनुविभागीय दण्डाधिकारी,  
अध्यक्ष प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
3. श्रीमती मीता चौरसिया,  
विधायक प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
4. श्री प्रदीप अग्रवाल,  
उद्योग प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
5. श्री शैलेश जैन,  
व्यापारी प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
6. श्रीमती गीता पटैल,  
स्थानीय प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
7. श्री पंकज चौरे,  
कृषक प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
8. श्री संदीप तिवारी,  
पोषक शाला प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
9. डॉ. एन.एल. हेडा,  
अभिभावक प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
10. श्री रघुवंश पाण्डे (एड.),  
अभिभावक प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
11. श्री सत्येन्द्र पाल जग्गी

- अल्पसंख्यक प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
12. श्री रमेश धूरिया (एड.),  
अनुसूचित जाति प्रतिनिधि, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
13. श्रीमती दीप्ति कोठारी,  
दानदाता, जनभागीदारी समिति,  
शा. कन्या महाविद्यालय, इटारसी
14. सिस्टर संध्या, प्राचार्य, सेन्ट जोसफ कान्चेन्ट स्कूल  
भूतपूर्व छात्रा,  
शा. कन्या महाविद्यालय, इटारसी
15. श्रीमती राधिका चौधरी, सहा. प्राध्याक एच.एल.अग्रवाल बी.एड. महा. इटारसी  
भूतपूर्व छात्रा,  
शा. कन्या महाविद्यालय, इटारसी
16. प्राचार्य, सचिव जनभागीदारी समिति
17. डॉ. श्रीराम निवारिया, महाविद्यालय प्राध्यापक सदस्य
18. डॉ. आर.एस. मेहरा, महाविद्यालय प्राध्यापक सदस्य
19. श्रीमती हरप्रीत रंधावा, महाविद्यालय प्राध्यापक सदस्य
20. श्रीमती मंजरी अवस्थी, महाविद्यालय प्राध्यापक सदस्य
21. विशेष आमंत्रित – श्री कल्पेश अग्रवाल, विधायक प्रतिनिधि, नगर पालिका इटारसी  
श्री मेहतो लोक निर्माण विभाग,



### 3. Admission Statistics

- 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.

<b>Applications</b>	<b>UG</b>	<b>PG</b>	<b>PhD</b>
Applications that ranked the college as the 1 <sup>st</sup> preference	<b>85%</b>	<b>85%</b>	<b>NA</b>
Applications that ranked the college as the 2 <sup>nd</sup> preference	<b>10%</b>	<b>10%</b>	
Applications that ranked the college as the 3 <sup>rd</sup> preference	<b>5%</b>	<b>5%</b>	
Total number of applications received	<b>333</b>	<b>59</b>	
Number of students admitted	<b>333</b>	<b>59</b>	

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

<b>Name of the Course</b>	<b>Gender</b>	<b>Category</b>	<b>% of students from the State</b>	<b>% of students from other states</b>
UG - Arts	Female		99.5	.5
UG - Science	Female		99.5	.5
UG - Commerce	Female		99.5	.5
PG - Arts	Female		99.5	.5
PG - Commerce	Female		99.5	.5

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

#### Core programs at UG level

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

### Core Options at PG level

Faculty	Name of the Core Program	Eligibility	Subject Options
E.g. Arts	Master of Arts	3 year Degree course in any faculty/ Honours degree course in same subject	Sociology
E.g. Commerce	Master of Commerce	3 year Degree course in any faculty/ Honours degree course in same subject	Commerce

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

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

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

Name of the Course	Department	Duration	Fees	Seats
PGDCA	Computer Application	1 Year	7018	30
PGDFDM	Home Science	1 Year	7018	25

## 5. Academic Calendar 2016-17

Academic Work	First/ Semester	Third/ Fifth	Second/ Fourth/ Sixth Semester
Orientation Classes/Zero Classes/SWOT analysis	1 July to 13 July, 2016 (10 Working day)		2 Jan, 2016 (01 Working day)
Teaching and Continuous Comprehensive Evaluation	14 July to 07 Nov., 2016 (90 Working day)		3 Jan. to 25 April, 2017 (90 Working day)
CCE Schedule	September, Fourth Week		March, Second Week
Practical Exams (Graduation/Post Graduation)	15 October to 07 Nov. 2016		25 March to 25 April, 2017
Preparation Leave	8 Nov. to 14 Nov. 2016 (Total 07 Working Day)		26 April to 27 April, 2017 (Total 03 Working Day)
Semester and ATKT Exams	15 Nov. to 21 Dec., 2016		28 April to 26 May, 2017
Declaration of Examination Results	31 Dec. 2016		15 June, 2017
Semester Break (for students)	22 Dec. to 31 Dec. 2016 (10 Days)		27 May to 30 June, 2017 (35 Days)
Semester Break (for teachers)	22 Dec. to 31 Dec. 2016 (10 Days)		27 May to 15 June, 2018 (20 Days)
Student Union	Aug./Sept. 2016		
Sports/Youth Festival/Other Extracurricular activities (One Week)	Oct, 2016		

Diwali Holidays	28 Oct. to 01 Nov. 2016
Annual Function/Prize Distribution & Publication of Magazine	2017 (Max. 4 days)

## 6. The Student Experience

Briefly describes student life in the college:

- **Infrastructural facilities available to students – Classrooms- 15**
- **Smart classrooms -2**
- **laboratories -8**
- **Equipment – list att.**
- **Common Research Lab – Soil testing lab**
- **Hostel – Under construction**
- **Canteen; - No**
- **Garden – Yes**
- **Students common room - No**
- **Auditorium – No**
- **Sports Complex – No**
- **other facilities –**
  - i. **Kho –Kho, Badminton and volleyball, kabaddi ground.**
  - ii. **Cultural Hall**
- **Internet and Wi-Fi facility: Internet facility available, Campus is Wi-Fi enable.**
- **Library as a learning resource-**

**Composition of Library advisory committee –**

1. Dr. S. R. Nivariya – Convenor
2. Dr. Rajni Shrivastawa - Member
3. Dr. R. S. Mehra - Member
4. Mrs. Harpreet Randhawa - Member

**Facilities & Services –**

Internet, Printing, Photocopy facilities are available.

**Annual Improvement Initiatives –**

**Library automation work on progress.**

- The college has one librarian and one book lifter.
- Total area of the library is 800 sq. ft.

- Library has 03 computers with internet facility and a photocopy, printer facility also available.
- College has purchased SOUL 2.0 software.
- The librarian has attended seven days training programme for software installation and operation on INFLIBNET centre, Gandhi Nagar, Gujarat.

Library holdings	Year : 2016-17	
	No.	Total Cost
Text books	2503	255357
Reference Books	614	73170

- There is a reading room also.
  - Online Public Access Catalogue is in Progress.
  - for e-journals – N list.
- Library automation is in progress.
- INFLIBNET facility is present.

Suggestion box is kept in the library. Good suggestions are discussed & implemented.

#### *Details of text books, reference books in Library*

- Student support services:
  - ✓ IT enabled services
  - College Chalo Abhiyan.**
  - Admission Fair**
  - Admission Help Desk**
  - Poor Students Assistance**
  - Wi-Fi campus**
  - Online spoken tutorial**
  - Judo & Karate Training**
  - Communication Skill Training**
- ✓ Financial assistance (scholarships/ schemes for SC/ST/OBC/ minority, Group & Health Insurance Schemes)

S.N.	Name of scholarship
1	Gaon ki beti yojana
2	Pratibha Kiran Yojana
3	Post-matric scholarship for ST students
4	Post-matric scholarship for SC students
5	Post-matric scholarship for OBC students
6.	Awagaman Yojana

7	Scholarship for differently abled
8.	Post-matric scholarship for minoroties
9.	ST Scholarship for encouragement to science
10	Karmkaar Kalyan Mandal
11	Book bank scheme for SC/ST students.
12	Transportation allowances to the girl students of rural regions.

✓ Personal enhancement & development schemes-

NCC – Yes

NSS - Yes

Facilities for physically challenged & slow learners – Yes

Tutor-Guardian Scheme – Yes

Grievance Redressal Cell - Yes

Entrepreneurship Cell - Yes

Remedial classes - Yes (According to the UGC funds available.)

Career Guidance Cell. - Yes

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

### Calendar of activities –

#### Sports

**मध्य प्रदेश शासन, उच्च शिक्षा विभाग**  
**महाविद्यालय, जिला, संभाग एवं राज्य स्तर की खेलकूद प्रतियोगिता का खेल कैलेंडर वर्ष 2016-17**

क्र.	खेलक्रीडा	महाविद्यालय स्तर	जिला स्तर	संभाग स्तर	राज्य स्तर	अन्तर्विश्वविद्यालयीन प्रतियोगिता
1.	फुटबॉल (महिला)	28 से 30 अगस्त 2016	02 से 04 सितम्बर 2016	09 से 11 सितम्बर 2016	16 से 18 सितम्बर 2016	22 से 28 फरवरी 2017
2.	बैडमिन्टन (पु/म.)	01 से 03 सितम्बर 2016	06 से 08 सितम्बर 2016	12 से 14 सितम्बर 2016	19 से 21 सितम्बर 2016	20 से 25 अक्टूबर 2016
3.	बॉस्केटबॉल (महिला)	01 से 03 सितम्बर 2016	06 से 08 सितम्बर 2016	12 से 14 सितम्बर 2016	19 से 21 सितम्बर 2016	25 से 28 दिसम्बर 2016
4.	शतरंज (पु.)	02 से 04 सितम्बर 2016	09 से 11 सितम्बर 2016	16 से 18 सितम्बर 2016	22 से 24 सितम्बर 2016	10 से 14 नवम्बर 2016
5.	शतरंज (म.)	02 से 04 सितम्बर 2016	09 से 11 सितम्बर 2016	16 से 18 सितम्बर 2016	22 से 24 सितम्बर 2016	14 से 18 दिसम्बर 2016
6.	टेबल-टेनिस (पु/म.)	08 से 10 सितम्बर 2016	14 से 16 सितम्बर 2016	20 से 22 सितम्बर 2016	26 से 28 सितम्बर 2016	13 से 17 फरवरी 2017
7.	बस्केटबॉल (पुरुष)	08 से 10 सितम्बर 2016	14 से 16 सितम्बर 2016	20 से 22 सितम्बर 2016	26 से 28 सितम्बर 2016	-
8.	हालीबॉल (पुरुष)	26 से 28 सितम्बर 2016	03 से 05 अक्टूबर 2016	09 से 11 अक्टूबर 2016	17 से 19 अक्टूबर 2016	22 से 27 दिसम्बर 2016
9.	क्रिकेट (महिला)	14 से 16 अक्टूबर 2016	19 से 21 अक्टूबर 2016	25 से 27 अक्टूबर 2016	06 से 09 नवम्बर 2016	22 से 26 दिसम्बर 2016
10.	जुडो (पु/म.)	19 से 21 अक्टूबर 2016	24 से 26 अक्टूबर 2016	01 से 03 नवम्बर 2016	07 से 09 नवम्बर 2016	21 से 24 दिसम्बर 2016
11.	बालीबॉल (महिला)	20 से 22 अक्टूबर 2016	25 से 27 अक्टूबर 2016	03 से 05 नवम्बर 2016	10 से 12 नवम्बर 2016	21 से 26 जनवरी 2017
12.	कैरिडम (पुरुष)	03 से 05 नवम्बर 2016	09 से 12 नवम्बर 2016	21 से 24 दिसम्बर 2016	26 से 28 दिसम्बर 2016	01 से 06 फरवरी 2017
13.	एथलेटिक्स (पु/म.)	10 से 12 नवम्बर 2016	-	22 से 24 दिसम्बर 2016	28 से 30 दिसम्बर 2016	12 से 18 जनवरी 2017
14.	कबड्डी (पुरुष)	05 से 07 नवम्बर 2016	10 से 12 नवम्बर 2016	22 से 24 दिसम्बर 2016	29 से 31 दिसम्बर 2016	01 से 04 फरवरी 2017
15.	बैड-सॉ (महिला)	16 से 18 दिसम्बर 2016	21 से 23 दिसम्बर 2016	26 से 28 दिसम्बर 2016	01 से 03 जनवरी 2017	07 से 10 फरवरी 2017
16.	फुटबॉल (पुरुष)	17 से 19 दिसम्बर 2016	22 से 24 दिसम्बर 2016	27 से 29 दिसम्बर 2016	03 से 05 जनवरी 2017	08 से 12 फरवरी 2017
17.	कबड्डी (महिला)	17 से 19 दिसम्बर 2016	22 से 24 दिसम्बर 2016	28 से 30 दिसम्बर 2016	04 से 06 जनवरी 2017	09 से 14 फरवरी 2017
18.	कूशी (पु/म.)	10 से 12 दिसम्बर 2016	22 से 24 दिसम्बर 2016	29 से 31 दिसम्बर 2016	05 से 07 जनवरी 2017	19 से 25 जनवरी 2017
19.	योग (पु/म.)	22 से 24 दिसम्बर 2016	29 से 31 दिसम्बर 2016	06 से 08 जनवरी 2017	13 से 15 जनवरी 2017	01 से 05 फरवरी 2017
20.	हॉकी (पुरुष)	29 से 31 दिसम्बर 2016	05 से 07 जनवरी 2017	11 से 13 जनवरी 2017	18 से 20 जनवरी 2017	22 से 28 फरवरी 2017
21.	हॉकी (महिला)	04 से 06 जनवरी 2017	09 से 11 जनवरी 2017	14 से 16 जनवरी 2017	21 से 23 जनवरी 2017	22 से 28 फरवरी 2017
22.	खो-खो (पुरुष)	04 से 06 जनवरी 2017	09 से 11 जनवरी 2017	14 से 16 जनवरी 2017	20 से 22 जनवरी 2017	23 से 26 फरवरी 2017
23.	सिखक/कर्मचारी	-	15 से 18 जनवरी 2017	22 से 23 जनवरी 2017	28 से 29 जनवरी 2017	-

नोट- 1. अपरिहार्य कारणों से संभाग स्तर तक प्रतियोगिताओं की तिथियों में परिवर्तन-संशोधित संभाग के अतिरिक्त संघालक उच्च शिक्षा की सहमति से किया जा सकेगा और प्रत्येक संभाग और म.प्र.शासन परिसरित आयोजन दिनांक से अवगत कराने की जवाबदारी भी होगी।

2. इस कैलेंडर को प्रदेश के युवा एवं खेल विभाग के कैलेंडर से भी Synchronize किया जाय। ताकि प्रदेश के महाविद्यालय एवं विश्वविद्यालयों में चयनित Student,s जिला एवं प्रदेश स्तर मांग ले सकें।

सचिव, सह आह्वानकर्ता  
म.प्र.शासन, उच्च शिक्षा विभाग

#### Youth Festival

वर्ष 2016-17 में युवा उत्सव की विभिन्न स्तर की प्रतियोगिताओं के आयोजन के लिए तिथियाँ निम्नानुसार रहेंगी:-

- |                                    |                                |
|------------------------------------|--------------------------------|
| (1) अन्तर-कक्षा महाविद्यालय स्तर   | - दिनांक 5.6.7. सितम्बर 2016   |
| (2) अन्तर महाविद्यालय जिला स्तर    | - दिनांक 19,20,21 सितम्बर 2016 |
| (3) अन्तर-जिला विश्वविद्यालय स्तर  | - दिनांक 3, 4, 5 अक्टूबर 2016  |
| (4) अन्तर-विश्वविद्यालय राज्य स्तर | - दिनांक 9,10,11 नवम्बर 2016   |

## Cultural and Literary Events

Academic calendar and Sports calendar are issued every year by the State Govt. and the college sports and cultural activities are organized in accordance with it. Students of the college are encouraged to participate in the District, Division, State and Inter University tournaments in most of the events. The college too organizes few district level tournaments. It provides T.A., D.A. refreshment and sports kit to the students. College has a sports room with table-tennis, badminton, where students practice before they participate in tournaments.

- Apart from sports, college also encourages its students to participate in Youth Festival Programmes. Youth Festival organizing committees are formed in the college to organize various events and select the students to participate in them.
  - NSS/NCC cadets get exposure in extracurricular and co-curricular activities at their place of camp.
  - The various clubs like Creative Writing, Social Activity Club, Debate Club, Book- Reading Club, General Knowledge Club, Environmental Awareness Club, Cultural Committee have been formed to tap the hidden talents of students and give them a platform for self-expression. Students are motivated to give their best. Teachers work tirelessly to help the students to achieve their goals.
- ✓ Major student welfare initiatives over the past year

The NSS, NCC, Red Cross and RRC organizes different camps in which students from all the sections participate. Through these camps efforts are made to enthuse confidence in the under privileged and vulnerable sections of the society.

Health check up camps are organized by Red Cross/Red Ribbon regularly to instill the spirit of community service in the students.

Women Harassment Prevention Cell, Anti-ragging cell, Grievance Redressal cell ensures that equal opportunities and rights will be provided to all the students irrespective of their caste and social status. Complaints regarding any gender-based, class-based discrimination are taken seriously.

The College prepares a detailed data of the students admitted and provides scholarships to all the SC/ST/OBC students and financial assistance to the poor students of general category.

Road safety week is organized every year instill awareness of Traffic Rules among students. Role plays/skits, debate, essay competition, poster presentation are organized to illustrate the subject and highlight its significance in community service.

- **Extension Activities**

The college intends to educate its students in order to increase their competency in their respective spheres of study. Apart from laying stress upon academic excellence, the college also organizes a number of extension activities for the benefit of the students. It organizes plantation programmes, annual NSS camp, and several awareness activities like AIDS awareness, literacy drive, cleanliness, save the girl child, drug addiction to inculcate the sense of social and national service among its students in order to make them better citizens and human beings.

Workshops are planned to teach students the art of making soft toys, baking, tie and dye, art of fruit preservation, jam making. This training helps them to think in terms of self-employment.

## 7. Student Achievements:

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	Group Dance	Yes - 1 <sup>st</sup>		Yes	
2	Speech	Yes - 1 <sup>st</sup>		Yes	
3	Debate	Yes - 1 <sup>st</sup>		Yes- 3 <sup>rd</sup>	
4	Rangoli	Yes			
5	Collage	Yes- 3 <sup>rd</sup>			
6	Ekanki	Yes			
7	Group Song	Yes – 2 <sup>nd</sup>			
8	Group	Yes - 3 <sup>rd</sup>			



	Song (Bharatiya)				

- Awards and Achievements**

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

## SPORTS

- Participation**

S.no	Name of the event	Divisi on Level	State Level	University/ National Level	Internationa l Level
1	Table tennis competition				
2	Judo competition				
3	Volleyball				
4	kho kho competition	✓			
5	yog competition	✓			
6	athletic competition	✓			
7	Softball competition	✓		✓	
8	Baseball	✓		✓	

- Awards and Achievements**

Name of the student	Class	Sport	Award/Achievement
1. Priya Nimborkar		Softball	Represent University team in All Indian Competition
2. Shewta Sharma		Baseball	

## 8. 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
	Nil	Nil	Nil

- Major/Minor research projects

Minor research projects -

S. No	Name of the Faculty	Year	Title of the project	Name of funding Agency/ Industry	Total grant received
1	Dr. Kumkum Jain	2015 -17	केसला आदिवासी विकास खण्ड के छात्रावासी बालकों व बालिकाओं में स्वच्छता व स्वास्थ्य संचेतना का अध्ययन एवम् जागरूकता का अध्ययन।	UGC	95000

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

S. No.	Name of the faculty	Regional/ State	National	International
1	Dr. Kumkum Jain		“पर्यावरण संरक्षण के परम्परागत और वैज्ञानिक दृष्टिकोण” Govt. N. M. V. Hoshangabad. Date 19.11.2016	
2	Dr. Kumkum Jain		“आर्थिक विकास में पर्यटन उद्योग की भूमिका” Govt. Maharaja college chatarpur mp National Seminar Date 03.03.2017	
3	Dr. Kumkum Jain		“मेक इन इण्डिया - एक आर्थिक पहल” Govt. NMV College, Hoshangabad 04-03-2017	
4	Dr. Kumkum Jain		“ग्रामीण विकास में महिला उद्यमियों की भूमिका” Govt College Katangi Balaghat Date 08.03.2017	
5	Dr. Kumkum Jain	“मानव अधिकार एवम् जनकल्याण” Govt. Kusum College, Seoni Malwa Date 10.03.2017		
6	Dr. Rajni Shrivastava		“पर्यावरण संरक्षण के परंपरागत और वैज्ञानिक दृष्टिकोण” शासकीय नर्मदा स्नातकोत्तर महाविद्यालय, होशंगाबाद दिनांक 19-11-2016	
7	Dr. Shriram Niwariya			“लोक साहित्य में मानव मूल्य मीमांसा”

S. No.	Name of the faculty	Regional/ State	National	International
				अन्तर्राष्ट्रीय संगोष्ठी, उज्जैन दिनांक 1 से 2 अक्टूबर, 2016
8	Dr. R. S. Mehra		“पर्यावरण संरक्षण में किसानों की भूमिका” शासकीय नर्मदा स्नातकोत्तर महाविद्यालय, होशंगाबाद दिनांक 19.11.2016	
9	Dr. R. S. Mehra	मानवाधिकार एवं जन कल्याण विषय पर “लोक कल्याणकारी योजना के क्रियान्वयन में मानव अधिकार की भूमिका” विश्वविद्यालय अनुदान आयोग (प्रायोजक) शासकीय कुसुम महाविद्यालय, सिवनी मालवा 10.03.2017		
10	Smt Harpreet Randhawa		“The Role of Tourism in Economic Development”, held at Govt. Maharaja Auto. College, Chatarpur on 03.03.2017	
11	Smt Harpreet Randhawa		Paper: " Skill Development: Relevance of Gandhian Principles " Make in India: An Economic Initiative, held at Govt. Narmada P.G. College, Hoshangaba on 04.03.2017	
12	Smt Harpreet Randhawa		"Entrepreneurship Development for rural women", held at Govt. Arts, Science and Commerce College, Katangi, Balaghat On 08.03.2017 Paper : "Bathsheba Everdene : The Making of the female Entrepreneur'	

S. No.	Name of the faculty	Regional/ State	National	International
13	Smt Harpreet Randhawa	" Human Rights and Public Welfare" held at Govt. Kusum Colleege, Seoni Malwa, Hoshangabad on 10.03.2017 Paper: "Violation of Human Rights in Girls Karnad's Tughlaq"		
14	Smt Majari Awasthi		सेक्यूरिटी का महत्व – 29 सितंबर, 2016 शासकीय महात्मा गांधी स्मृति पी.जी. महाविद्यालय, इटारसी	
15	Smt Majari Awasthi		मेक इन इंडिया एक आर्थिक पहल 04.03.2017 – शासकीय नर्मदा स्नातकोत्तर पी.जी. महाविद्यालय, होशंगाबाद	
16	Smt Majari Awasthi	मानवाधिकार एवं जन कल्याण – 10.03.2017 – शासकीय कुसुम महाविद्यालय, सिवनी मालवा, होशंगाबाद		
17	Smt. Meenaxi Kori		“पर्यावरण संरक्षण परंपरागत एवं वैज्ञानिक दृष्टिकोण” Govt. Narmada PG College, Hoshangabad 19 <sup>th</sup> November, 2016	
18	Smt. Meenaxi Kori		"Make in India एक आर्थिक पहल” Govt. Narmada PG College, Hoshangabad 4 <sup>th</sup> March, 2016	
19	Smt. Meenaxi Kori	“मानव अधिकार एवं जनकल्याण” Govt. College Seoni Malwa 10 <sup>th</sup> March 2017		

• **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. Kumkum Jain	JMER	“किशोरी बालिकाओं की भोजन संबंधी आदतों का उनके स्वास्थ्य पर प्रभाव का अध्ययन”	प्रतिध्वनि Jan 2016 Vol. I
2	Dr. Kumkum Jain	JMER	आदिवासी विकासखण्ड केसला के छात्रावासी बच्चों में स्वास्थ्य एवम् स्वच्छता संचेतना का अध्ययन	Jan, 2017
3	Dr. R. S. Mehra	JMER	पर्यावरण प्रदूषण एवं गांधी दर्शन	Vol. 1 January, 2017 ISSUE I
4	Smt Harpreet Randhawa	JMER	Indian Consitution and women Security	Pratidhwani –Vol. I Jan, 2016 : 2016-17
5	Smt. Meenaxi Kori	Journal of Contemporary science	“पर्यावरण संरक्षण के परंपरागत एवं वैज्ञानिक दृष्टिकोण” “पर्यावरण संरक्षण : एक वैश्विक चुनौती”	ISSN 2278-8418 Page No 67-69

• **List of linkages/ Collaborations/ MOUs**

**Collaborations:**

We are very much aware of the fact that collaboration and networking is the fastest means to progress in the 21<sup>st</sup> Century. No institution can work and develop in isolation and vacuum. We are always ready to let our students participate in awareness programs conducted by various Govt. Departments, NGOs and Social Clubs. At UG level our students can become the agents of creating awareness on important issues related to Social justice, Education, Environment Conservation, Women Empowerment and Gender Equality. This participation will bring them face to face with the reality at the ground level and help them to find solutions and remedies for these problems.

**MOUs**

As stated earlier 03 formal MoUs have been signed by the college.

1. Govt. M.G.M. PG College, Itarsi - NCC, Science lab.
2. Office of the dist Women Empowerment - Officer, Hoshangabad.
3. Shri Ramesh Prakash Samajik Sansthan Pathrota.

We are collaborating with many agencies in our awareness programmes and hope to continue with it.

- **College Publications: Research Journal, Magazine, Newsletter**

At present we do not have a student magazine. The college however publishes a News Letter every semester.

## 9. 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 State Govt			14		2	5
Filled		2	5	7	1	1
Sanctioned by Management/ Janbhagidari Samiti/ Other authority		-	-	7	3	2
Filled				7	3	2

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

S.no.	Name of the Guest Faculty	Qualification	Subject
1	Dr. Puneet Kumar Saxena,	M. Com Ph.D.	Commerce
2	Shri Priyank Goyal	M. Com.	Commerce
3	Ku. Pushpa Dawande	M. Com.	Commerce
4	Dr. Ashutosh Malviya	M.Sc, Ph.D.	Chemistry
5	Dr. Manish Chandra Choudhary	M.Sc, Ph.D.	Botany
6	Shri Shirish Persai	M.Sc.	Physics
7	Ku. Bhavana Parkey	M.Sc.	Mathematics
8	Shri Somesh Rathore	M.PEd.	Sports

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

Institutional strategies for planning, upgrading and creating infrastructure facilities to meet the needs of the research are:

- To enrich the library by purchasing books, and journals on the emerging trends in research.
- An E-resource center to be established in the college library.
- Upgrading the laboratories.

- To encourage faculty members to apply for minor research projects.
- To encourage all the Professors and Head of the Departments to become research supervisors

## **10.Events and Initiatives**

### **Events and successes of the past year –**

1. Held entrepreneurship workshop.
2. Participation at University level Youth Festival Competition of group dance, debate & speech.
3. Student participated in All India softball & baseball competition.
4. College has self study report to NAAC for 2<sup>nd</sup> cycle Accreditation.
5. We have done Library automation work.
6. Installed Rain water Harvesting system & Solar Street light.
7. Developed front garden at college gate.

### **Major new initiatives to be undertaken over the next year –**

- NAAC Accreditation & Assessment 2<sup>nd</sup> cycle.
- Plan for PG Course in Political Science & Hindi Lit.
- Plan for B.Sc Computer Science & B.Sc clinical nutrition.

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

The IQAC was established in 09.07.2012 Its main thrust is on academic and administrative excellence. Quality sustenance and enhancement have always been the two major objectives of the institution and the IQAC plays a significant role in the task of taking the college nearer to its goals and objectives, focusing on basic values identified by NAAC Policy. Contribution of IQAC cell are:

To maintain the momentum of quality consciousness in the college as desired by UGC.

It is nodal agency which coordinates and streamlines all research, development and other activities of the college.

Works towards timely and effective performance of academic tasks.

Ensures the optimal use of modern methods of teaching and learning.

Organization of inter and intra institutional seminars and workshops.

Preparation of AQAR.

## 22- Placement Report

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

### Activities of Placement Cell

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

### Placement Details

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

### Alumni Profile

S.no.	Name of Alumni	Employment status	Name of the organisation
1	Smt. Nandi Patodia	Assistant Professor	Dr. H. S. Gour Central University, Sagar
2	Manisa Lowanshi	Assistant Professor	H. L. Agrawal College of Education, Itarsi
3	Radhika Choudhary	Assistant Professor	H. L. Agrawal College of Education, Itarsi
4	Dr. Kavita Raikwar	Guest Faculty	
5	Ku. Deepika Malviya	Fashion Designer	Self Employee
6	Ku. Kamdhenu Patodia	Guest Faculty	Govt. Girls College, Itarsi
7	Ku. Sarita Mehra	Computer Operator	Govt. Girls College, Itarsi
8	Ku. Radha Yadav	SI	MP Police
9	Shraddha Chourey	Ldt.	Govt. Primary School

## 23- Innovations and Best Practices

### Innovations -

After the first assessment and accreditation of the college by NAAC in 2006, the college has introduced many innovative and healthy practices to enhance infra-structure, improve teaching and learning methods, in administrative and academic governance and management, student support and progression and in research. Some of the innovations are mentioned below:

Use of ICT in various process, starting from admission work, submission of internal assessments marks to exam forms, are submitted on-line. Scholarship forms are also submitted on-line and the money is directly transferred to the student's account.

A smart class for organizing college level seminars and workshops.

National Seminars were organized by the IQAC and Home Science, State seminar by Political Science dept. Around eight workshops on burning issues related to women issues like: Female foeticide, Self help groups, Legal Rights of Women and environment were organized.

Two of the permanent faculty members were awarded Ph.D.

Two minor research projects were completed last year, one is in progress.



Science stream was started two years back and laboratories have been upgraded.

The administrative office and library has been computerized.

Well equipped Computer lab.

Water coolers with RO system have been installed to provide pure drinking water to the students.

The students are covered under Group Insurance Scheme.

Students are taken to job-fairs organized every year by district college to provide opportunities to the students to interact with the representatives of the industry and service sector.

Extension lectures on the current topics, workshops on communication skills, job skills and computer trainings are organized regularly.

Zero classes at the onset of new semester

College level 'Bhasha Sudhar' or Language improvement Workshops, to improve communicative skills of the students are organized. Let's Learn English Activity, in which five new words with their meaning and hindi synonyms, one idiom and quotation are written on the notice board every week to improve the vocabulary of students.

Students in post graduate classes are encouraged to present their assignments by power point presentations. Job oriented project work for final year students.

Martial Arts training is organized every year to groom students in self-defence.

Various clubs like creative writing, book reading club, social activity club, debate club, have been formed to give a platform for self-expression.

Grievance Redressal Cell, Prevention of Harassment of Women, Anti-Ragging committee work with great dedication to prevent any human rights violation against women and the backward sections of the society.

## **Best Practices-**

### **BEST PRACTICE – 1**

#### **TITLE OF THE PRACTICE: "Eco Friendly"**

**GOAL:** To make the faculty, students, staff and the community aware of their duties towards Environment Conservation.

**CONTEXT:** The ever increasing population and changing lifestyles are making environmental problems more critical. Institutions of higher education, like our college can help to establish a path of sustainable development through:

- 1. Curriculum**
- 2. Research**
- 3. Outreach.**

**PRACTICE:** In our teaching programme, the frame work of the curricula covers the necessary information regarding environmental issues. We make a conscious effort to include environmental issues in our extension activities. Some of them are as follows:

During one of the Gajar Ghans (*Parthenium hysterophorus*) Eradication Weeks, we invited scientists from the Zonal Agricultural Research Centre, Pawarkheda to address the students. We were facing the menace of gajar ghans in our premises also. The scientists told us various methods of getting rid of the plant. One of them was biological control by Mexican beetles. They provided us with the address and the Social activity club of our college wasted no time in writing to them. We cleared our premises of carrot grass with the help of Mexican beetles. Most of our students come from rural and agricultural backgrounds, these students created awareness in their respective villages.

Water pollution is another big environmental problem. A workshop on Eco-friendly Ganesh Idols was organized by the college to create awareness regarding the water pollution done by the plaster of paris idols. This workshop not only created awareness but also satisfied the creative instincts.

State level research seminar, sponsored by Higher Education dept., on “Environment Conservation: Education and Awareness” and IQAC organized a workshop on, “Clean Environment: Right of every Human.” President of the Municipal Committee, CMO and SDM were invited for this workshop.

Solar panels are installed for campus lighting and rain water harvesting is installed in the college.

We make sure that the topics and themes of the various co-curricular activities are based on environmental issues.

We closely collaborate with the Forest Dept. to organize various activities during Wild Life Conservation Week and other events.

**EVIDENCE OF SUCCESS:** The students are now more aware of Environmental Conservation, this is seen in the level of participation in seminars and workshops, and in their creative expressions in posters, paintings, slogans and rangoli competitions.

**PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:** No serious problems encountered. Regarding recourses, well where there is a will, there's a way.

## **BEST PRACTICE – 2**

**TITLE OF THE PRACTICE: “Being Women”**

**GOAL:** To sow the seeds of Independence in the minds of young girls and make our **students Self-reliant.**

**THE CONTEXT:** Higher education constitutes the backbone of any programme of human resource development. Empowering women indirectly leads to a growing demand for education

for girls. Colleges, particularly girls' colleges have to be an important part of women empowerment. We know that educated girls can play proactive role for women empowerment. Educated women are essential to end gender bias.

**THE PRACTICE:** From day one, the faculty tries to imbue sense of Self-worth in our students. They are helped to realize their good fortune of being able to continue their education. They are informed of the benefits they are going to receive from our institution. They are motivated to participate in the free of cost job oriented training conducted in the college.

Women empowerment through education is our mantra. All activities are based on this mantra. College organized two National Research Seminars, first on "The Contribution of Working Women in National Development" and second on "Women Education: Challenges and Possibilities".

A number of workshops on women related topics are conducted, their health, hygiene, nutrition, safety and legal rights are a few topics which were covered in this workshops. The local govt. hospital provides iron, calcium and folic acid tablets to the needy girls. This year sanitary napkin vending machine was installed in the college by the District Office of Women Empowerment dept. Skill development programmes are organized regularly in the college. Job oriented training is imparted to them, so that they can earn a living and become financially independent .

Women security is the most discussed topic in the campus, our students perform street plays on this topic. They are given martial art training for self defence. We want our students to be the agents of awareness and positive change in the community and it pleases us to see that they are performing their role with great aplomb.

We make sure that the topics and themes of the various co-curricular activities are based on women empowerment issues.

We closely collaborate with the Dist. Office of Women Empowerment to organize various activities on International Women's day and other events. A divisional level workshop by the dept. was organized in the college on 8<sup>th</sup> March 2016. Awareness programmes of Women and Child Development Dept. are also conducted regularly.

**EVIDENCE OF SUCCESS:** Active participation of students in all the activities related to women empowerment. There is a visible increase in their self-confidence. Various Govt. depts. NGOs and Social Clubs are eager to use our institute as a platform for their awareness drives and campaigns. The District Office of Women Empowerment felicitated the female faculty for doing appreciable work in women education. The students who participated in the cultural programme on 8<sup>th</sup> March were awarded by the dept.

## **PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:**

No serious problems encountered, the students needed some counseling, motivation and guidance, which was provided by the faculty.

## **24- SWOC Analysis (strength , weaknesses, Opportunity and Challenges**

### **SWOC Analysis-**

#### **Strengths**

#### **Affordable, almost free higher education for girls.**

- The College is the only educational institution of higher learning for girls in the sub district and will soon have hostel facility also.
- The college has three faculties viz. Science, Arts, Commerce. It has 02 Post Graduate degree and 02 Post Graduate Diploma courses.
- Help and guidance provided by the local elected representatives. Honourable Speaker of the Legislative Assembly, who is also the MLA of our constituency, readily accepts our invitations for various programmes and interacts with the students.
- The greatest strength of the institution lies in its qualified and dedicated teaching staff.
- The College owns its own building, has well- developed laboratories, library and sports facilities.
- The college has a smart class room to teach students through modern techniques and methods.
- There is a well-established computer lab.
- Career Guidance and counseling Cell, Personality Development cell and other activities for all round development of students. Free job oriented trainings provided to the students. Students are taken to Trade Fairs for exposure.
- NSS, games and sports activities are additional support infrastructure in our college.

#### **Weaknesses**

- Lack of staff at all levels.
- Inadequate resources for up-gradation and maintenance.
- Lack of infrastructure for the growing number of students.
- Insufficient vocational programmes.
- Inadequate Research facilities.
- Improper teacher and student ratio at the undergraduate level.

#### **Opportunities**

- To increase interactions and collaborations with local employers, industries, entrepreneurs and to make the students more aware and familiar with them.
- Skill oriented educational program to improve employability through career counseling cell.

Provisions of external funding concurrent with central/state policies related to education and skilled human capital including faculty improvement.

### **Challenges**

- Public and Private funding for higher education in College.
- Due to the non-recruitment policy of the government there is a shortage of permanent teaching faculty.
- Lack of Computer friendly Staff.
- To enroll meritorious students, who migrate to metros searching for better courses and trainings.

## **25- Looking Ahead 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**

<b>S. No</b>	<b>Head (administrative/ academic, etc)</b>	<b>Nature of proposal</b>	<b>Expected Outcome</b>
1	Plan for PG Course in Political Science & Hindi Litt.		Increase in the enrolment of students
2	Plan for B.Sc. Computer Science & B.Sc. clinical nutrition.		Increase in the enrolment of students
3	Sports- Zym Hall, Badminton Hall		development of sports activity

## **26- 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.

The finances of the college are maintained effectively and are monitored regularly. For purchasing, rules are followed and transparency is observed by the purchase committee. The account office maintains accounts under three heads (i) Receipts and Payment Accounts (ii) Income and Expenditure Accounts and (iii) Balance sheets. For all the purchases permission of the Principal is mandatory. All the transactions are supported with vouchers. All the collections–fee and other are

deposited in the bank and all the expenditure, recurring and non-recurring are mostly incurred through cheques. The purchase committee monitors the tenders and sends purchase orders to the firm that fulfills all the conditions and has the lowest rates. A comparative chart is prepared for this purpose. The Principal monitors the cash book regularly. An internal audit committee is formed at the institutional level. The committee comprises of the accountant, Head Clerk and the internal auditor. The external audit is done by a private C.A. who is appointed for this purpose. He examines the audits of the U.G.C., Janbhagidari committee and other funds separately and issues audit certificate.

The accounts of the college are audited at four levels:

- (i) The internal auditing by the internal audit committee of the college.
- (ii) External auditing of accounts by a registered C.A.
- (iii) Auditing done by the State Department of Higher Education and
- (iv) External auditing done by the office of the Accountant General Madhya Pradesh Government.

The last available audit statement is dated 31.03.2015 and does not present any audit objection.

## Part II

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

### 1. Sanctioned seats and enrolment

<b>(a) Sanctioned Seats</b>					
	<b>SC</b>	<b>ST</b>	<b>Other Reserved Categories</b>	<b>General</b>	<b>Total</b>
<b>Undergraduate</b>	86	108	124	222	540
<b>Postgraduate</b>	13	16	18	88	135
<b>PhD</b>	-	-	-	-	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	-	-	-	-	-	-
	Female	62	81	46	10	7	-
<b>ST</b>	Male	-	-	-	-	-	-
	Female	40	33	16	0	2	-
<b>Other Reserved Categories</b>	Male	-	-	-	-	-	-
	Female	182	179	150	34	15	-
<b>General</b>	Male	-	-	-	-	-	-
	Female	38	45	39	14	10	-
<b>Total</b>	Male	-	-	-	-	-	-
	Female	322	338	251	58	34	-

Data Source: AISHE

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]				
Discipline Group	Undergraduate		Postgraduate	
	Sanctioned Seats	Enrolment	Sanctioned Seats	Enrolment
Arts	200	166	40	18
Commerce	160	96	40	25
IT & Computer			30	02
Science	180	60		

Data Source: AISHE

## 2. Transition and on-time graduation

(a) Transition from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (Undergraduate)				
		Number of students admitted to the 1 <sup>st</sup> year in [the previous academic year] (*)	Of (*), the number of students currently enrolled in the 2 <sup>nd</sup> year who:	
			Passed all subjects in the 1 <sup>st</sup> year	Were Allowed to Keep Terms
SC	Male	-	-	-
	Female	89	81	-
ST	Male	-	-	-
	Female	38	33	-
Other Reserved Categories	Male	-	-	-
	Female	190	179	-
General	Male	-	-	-
	Female	51	45	-
Total	Male	-	-	-
	Female	368	338	-

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

(a) Transition from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (Postgraduate)				
		Number of students admitted to the 1 <sup>st</sup> year in [the previous academic year] (*)	Of (*), the number of students currently enrolled in the 2 <sup>nd</sup> year who:	
			Passed all subjects in the 1 <sup>st</sup> year	Were Allowed to Keep Terms
SC	Male	-	-	-
	Female	12	7	-
ST	Male	-	-	-
	Female	2	2	-
Other Reserved Categories	Male	-	-	-
	Female	32	15	-
General	Male	-	-	-
	Female	19	10	-

<b>Total</b>	Male	-	-	-
	Female	65	34	-

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

<b>(b) On-time graduation (Undergraduate)</b>			
		<b>Number of students admitted to the 1<sup>st</sup> year in [year t-3] (*)</b>	<b>Of (*), the number of students who passed all final year examinations for the previous academic year</b>
<b>SC</b>	Male	-	-
	Female	37	34
<b>ST</b>	Male	-	-
	Female	13	11
<b>Other Reserved Categories</b>	Male	-	-
	Female	101	101
<b>General</b>	Male	-	-
	Female	33	29
<b>Total</b>	Male	-	-
	Female	184	175

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

<b>(b) On-time graduation (Postgraduate)</b>			
		<b>Number of students admitted to the 1<sup>st</sup> year in [year t-2] (*)</b>	<b>Of (*), the number of students who passed all final year examinations in the current year</b>
<b>-</b>	Male	-	-
	Female	-	-
<b>ST</b>	Male	-	-
	Female	10	-
<b>Other Reserved Categories</b>	Male	-	-
	Female	24	7
<b>General</b>	Male	-	-
	Female	-	6
<b>Total</b>	Male	-	-
	Female	34	13

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

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

<b>(a) Faculty and administrative staff in position as on 30<sup>th</sup> September, [current year]</b>						
	<b>Reserved</b>					<b>Unreserved</b>
	<b>SC</b>	<b>ST</b>	<b>MP Resident s</b>	<b>Females</b>	<b>Others</b>	



<b>Assistant Professor</b>	Sanctioned 14					14
	Filled (Regular) 03	01		03	03	02
	Filled (Contract)					
<b>Associate Professor</b>	Guest Lecturers 07			07		
	Sanctioned					
	Filled (Regular) 02	02				
	Filled (Contract)					
<b>Professor</b>	Guest Lecturers					
	Sanctioned					
	Filled (Regular) 02			02	01	02
	Filled (Contract)					
<b>Admin. Staff (all)</b>	Guest Lecturers					
	Sanctioned 01					
	Filled (Regular)					
<b>Accountant</b>	Filled (Contract)					
	Sanctioned 01					01
	Filled (Regular)					
	Filled (Contract)	01			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			
	Avg. number of days			
<b>Associate Professor</b>	Number trained			
	Avg. number of days			
<b>Professor</b>	Number trained			
	Avg. number of days			
<b>Administrative Staff (all)</b>	Number trained	02	N/A	
	Avg. number of days	3 days, 5 days	N/A	
<b>Accountant</b>	Number trained		N/A	
	Avg. number of days		N/A	

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

<b>(c) Faculty qualifications as on 30<sup>th</sup> September, [Current Year]</b>					
		<b>PhD</b>	<b>Postgraduate</b>	<b>Undergraduate</b>	<b>Others</b>
<b>Assistant Professor</b>	Regular	-	2	-	1 M.Phil
	Contract	-	-	-	-
	Guest Lecturers	3	3	-	1 M.Phil
<b>-</b>	Regular	2	-	-	-
	Contract	-	-	-	-
	Guest Lecturers	-	-	-	-
<b>-</b>	Regular	2	-	-	-
	Contract	-	-	-	-

	Guest Lecturers	-	-	-	-
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Data Source: AISHE

#### 4. Student support services

<b>(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]</b>							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	-	-	-	-	-	-
	Female	149	1041835	18	182602	-	-
ST	Male	-	-	-	-	-	-
	Female	59	423102	-	-	-	-
OBC	Male	-	-	-	-	-	-
	Female	332	1606801	41	191153	-	-
Total	Male	-	-	-	-	-	-
	Female	540	3071738	59	373755	-	-

Data Source: AISHE

<b>(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]</b>							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	-	-	-	-	-	-
	Female	85	59625	-	-	-	-
ST	Male	-	-	-	-	-	-
	Female	49	23000	-	-	-	-
General	Male	-	-	-	-	-	-
	Female	351	464000	-	-	-	-
Total	Male	-	-	-	-	-	-
	Female	485	546625	-	-	-	-

Data Source: College records, DHE

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

Data Source: Hostel register verified against fee receipts on record

<b>(c) Hostel occupancy as on 30<sup>th</sup> September, [Current Year] (girls only hostels opened after _____)</b>
---

<b>Capacity</b>	<b>Number of residents</b>
SC	
ST	
<b>General</b>	
<b>Total</b>	

Data Source: Hostel register verified against fee receipts on record

## 5. Examination Results

<b>(a) Examination results for [previous academic year] (undergraduate)</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		106		35		156		36		333
	1 <sup>st</sup> division										
	2 <sup>nd</sup> Division										
	3 <sup>rd</sup> Division										
<b>2<sup>nd</sup> year</b>	Appeared		56		15		144		41		256
	1 <sup>st</sup> division										
	2 <sup>nd</sup> Division										
	3 <sup>rd</sup> Division										
<b>3<sup>rd</sup> year</b>	Appeared		42		19		136		45		242
	1 <sup>st</sup> division		14		10		50		20		94
	2 <sup>nd</sup> Division		18		6		60		20		104
	3 <sup>rd</sup> Division		10		3		26		5		44

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

<b>(a) 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	9			7		26		17		59
	1 <sup>st</sup> division										
	2 <sup>nd</sup> Division										
	3 <sup>rd</sup> Division										
<b>2<sup>nd</sup> year</b>	Appeared	7			1		25		12		45
	1 <sup>st</sup> division	3					8		4		15
	2 <sup>nd</sup> Division	2			1		10		6		19
	3 <sup>rd</sup> Division	2					7		2		11

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>		
	<b>Number of students who</b>	<b>Of (*), the number of students who were successfully tracked and are:</b>

		graduated in [the previous academic year] (*)	Employed/ Self-employed	In education/ training	Unemployed	Not in the labour force
SC	Male	-	-	-	-	-
	Female	30	-	-	-	-
ST	Male	-	-	-	-	-
	Female	10	-	-	-	-
General	Male	-	-	-	-	-
	Female	25	-	-	-	-
Total	Male	-	-	-	-	-
	Female	65	-	-	-	-

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	-	-	-	-	-
	Female	4	-	-	-	-
ST	Male	-	-	-	-	-
	Female	-	-	-	-	-
General	Male	-	-	-	-	-
	Female	8	-	-	-	-
Total	Male	-	-	-	-	-
	Female	12	-	-	-	-

Data Source: Records of the college placement cell

### 7. PhDs Awarded: NO

Data Source: AISHE

### 8. Research and consultancy: NO

Data Source: College/university records

<b>Number of papers published in peer-reviewed journals between October 1<sup>st</sup> [previous year] to September 30<sup>th</sup> [current year]</b>			
Discipline Group	Number of papers published		Number of published papers through cross-institute research collaboration
	International Journals	National Journals	
Arts	-	02	
Commerce	-	-	
Home Science	-	01	
IT & Computer	-	-	

Science	-	-	
Social Science	-	-	
<b>All disciplines</b>	-	-	

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

### 9. NAAC accreditation and UGC autonomy

	<b>Date of Application (LOI &amp; SSR submitted)</b>	<b>Date on which accreditation was received</b>	<b>Grade</b>	<b>Valid till</b>
<b>1<sup>st</sup> Cycle</b>	Feb, 2006	17.11.2016	C+	5 Year
<b>2<sup>nd</sup> Cycle</b>	13.06.2016	05.08.2017	B	5 Year
<b>3<sup>rd</sup> Cycle</b>				

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

**Not Submitted till now.**

Does the college have currently valid UGC autonomy? **NO** . If yes, by order number \_\_\_\_\_, dated \_\_\_\_\_.

### 10. Institutional Trends

<b>Variable</b>	<b>Baseline Value</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (undergraduate, all categories)	<b>540</b>	34%	50%	52.70%	68.16%	59.62%
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (postgraduate, all categories)	<b>135</b>	27.40%	22.90%	44.44%	48.15%	42.96%
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (undergraduate, all categories)	<b>275</b>	92.56%	92.01%	94.34%	95.3%	91.032%
On-time graduation rate (undergraduate, all categories)	<b>285</b>	75.90%	76.42%	78.09%	85.18%	85.96%
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (post graduate, all categories)	-	94.21%	98.72%--	100%	100%	75.55%
On-time graduation rate (postgraduate, all categories)	-	-	-	100%	-	-

Regular faculty in position rate (all levels, reserved categories)	-	50.0%	33.0%	42.0%	42.0%	42.0%
Regular faculty in position rate (all levels, unreserved categories)	-	50.0%	66.0%	58.0%	58.0%	58.0%
Percentage of regular faculty with PhDs (all levels)	-	33.3%	33.0%	57.14%	57.14%	57.14%
Employment rate of graduates from the previous academic year (undergraduate, all categories)	-	-	Data not available			
Employment rate of graduates from the previous academic year (postgraduate, all categories)	-	50.0% (Self employed)	-	23.25%	30.30%	-
Percentage of total revenue generated through externally funded research	-	-	-	-	-	-
Number of papers published in peer-reviewed, international journals	-	-	-	-	-	-

Source: Tables under section 1-8.

## 11. Financial Reports

Name and registration number of the auditor: **Shri Shrikant Molasariya, 075698.**

Number of audit observations recorded by the auditor- **NIL**

Number of audit responses found satisfactory, as certified by the project directorate: --

Certified audit reports as per the standard Chart of Accounts to be attached: **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: **01.04.2017.**

### 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.