

## Annual Report 2016

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 – Government College Kalukheda (Ratlam)
- Place of the college - Kalukheda
- District - Ratlam
- Division - Ujjain
- Year of establishment of college - 2010
- Name and Contact details( Mail id , Phone ) of Principal – Dr. Milind Dange  
Mobile. 09229436985 E-mail d.milind16@gmail.com
- Name , Post and Contact details of ( mail id, Phone no.) of Reporting In charge –  
Dr. Kishor Kumar Dawar Asstt.Prof. commerce Mobile. 09584226658 E-mail  
kishorkumardawar@yahoo.in
- 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.

After the posting of a regular faculty in Science the College started conducting practicals as well as practical exams in Physics, Chemistry, Botany and Zoology. Previously students had to travel 15 kilometres to Jaora to perform practicals but now college itself conducts practicals and practical exams.

Vikram university made this college a centre for theory examination so all exams has been conducted here. Now we have duly registered Janbhagidari samiti as a result of this the college can frame fee and normal developmental work can be carried out easily. The college has already availed UGC 2f recognition and now we are looking for UGC 12 b recognition so that NAAC assessment can be planned.

The college is shifted in its new building in January 2017 which has sufficient class room and laboratories etc. The building is also physically disable friendly. Due to these changes there is a marked increase in gross enrolment from 221 students to 322 . First time in college history college girls kabbadi team participated at dist level competition and two girls were selected for division level.

One girl is selected for west zone team. Boys Cricket team participated at dist level and one student selected for division level. Six students participated in athletics at state level. One girl student participated in youth festival in Rangoli at dist level as well as division level. Another girl is selected in youth festival for vocal music and got 3<sup>rd</sup> position. The college organised two courses for skill development under swami Vivekananda career guidance program out of which one is based on food preservation and processing and another is based on organic farming for 50 students each. The college started B.Com. classes for first time. As far as placement is concerned two students selected for paramilitary forces and Indian army two students selected for PG diploma in rural development. Few students got admission in PG classes and few students selected for teaching jobs, salesperson and private industry etc. Teachers contributed their papers in national conferences and seminars at Ratlam and Neemuch. The college organized a special NSS camp at Bhatkheda village where awareness campaign against drug abuse smoking, tobacco, alcohol, girl child education and sanitation is staged. Plantation and ban on polythene bags is also promoted. Special lectures organised on seed conservation, soil testing, AIDS and soft skill development. Field trips are organized at hori hanumanji a place of historical importance and village Amba to see organic farming and wind power project. The college established a e-resource centre, a facility to issue books of library electronically, Physics, Chemistry, Botany and Zoology labs. were established in new building. A girls common room, a indoor games facility is also developed. Many cultural and sports activities were organized and few job placement seminars were organized.

## 2. Overview (1 page)

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

To get the best possible NAAC accreditation grade in 5 years. To enhance employability of students such that at least 50% of them are employed or join PG within six months of passing out. To start at least two self finance courses B Sc Biotech and B Sc Computer science in five years. To double the student strength of college in five years. To become a high tech and environment friendly institute.

#### **MISSION**

1. To provide excellent education in Arts, Science and Commerce to underprivileged students so that they can develop confidence to face the challenges of life and fulfil their ambition and to create an environment where learning is a way of life and students realize the importance of learning.
2. To provide avenue for all round development of students to improve all round employability of students
3. To promote the academic environment and use of technology in teaching-learning methods.
4. Enhancing the value-system among the students.
5. To ensure the evaluation and assessment of institution.
6. To promote the harmony and the best practices in institution.
7. To develop a mechanism to increase the stakeholders participation and collaboration for quality improvement and development of institution.

#### **Objectives**

1. To enhance infrastructure facilities and upgradation of the library to provide quality education to students.
2. To enhance the employability and learning outcomes of students including sports and Gym facilities.
3. To improve Institutional governance system.
4. To promote renewable energy sources and conservation of environment in the college campus...
5. To improve equity among students.

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

The Government College Kalukheda (Ratlam) is established by the state government of Madhya Pradesh in 2010.

The College runs three year degree courses for Bachelor of Arts, Bachelor of Science and Bachelor of Commerce.

The students strength at present 322 and is increasing by as much as 30% per year.

The college is affiliated to Vikram University Ujjain.

The college is recognized by UGC under 2F

The location of college is Village Kalukheda 15 kilometers away from Jaora, and 55 kms from Ratlam.

The campus area is 4 hectare.

The college has a new building with 12 classrooms, 4 Science Labs, 4 toilet complexes, a library, a staff room a court yard with stage and 5 administrative room.

(iii) History of the college with significant milestones

The college started in 2010 with Arts faculty only with subjects economics, political science, Hindi literature and sociology apart from foundation courses. At that time the student strength was 60. Next year B Sc Biology and B Sc Maths started with about 10 students. Gradually the students strength increased to over 200, but there is marked increase by 36% after college is shifted in new building.

(iv) Faculties and major disciplines

At present all three faculties Arts, Science and Commerce are present for students.  
Bachelor of Arts: subjects taught are Economics, Hindi Literature, Sociology and Political Science  
Bachelor of Science: subjects taught are Botany, Zoology, Chemistry, Physics and Maths.  
Bachelor of Commerce: all Compulsory subjects along with foundation course.

### 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 -:

Principal	Principal	Principal
Assistant Professors	Head Clerk	Shift Superintendent
Librarian	Accountant	Invigilators
Sport Officer	Non Teaching Staff	
Students		

### Janbhagidari Samiti

Chairmen (SDM or Appointed by Gov)

Secretary (Principal)

Members ( Includes Parents of Students, Local Industrialists, buisnessman. etc)

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	80%		NA
Applications that ranked the college as the 2 <sup>nd</sup> preference	10%		
Applications that ranked the college as the 3 <sup>rd</sup> preference	10%		
Total number of applications received	208		
Number of students admitted	208		

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
	M	F	SC	ST	OBC	Gen		
BA	46	98	24	8	73	39	99%	1%
BSc	24	40	6	2	39	18	99%	1%
Total	70	138	30	10	112	57		

## 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	Foundation course + a group of 3 optional subjects
Science	Bachelor of Science	10+2 from a recognized Board OR 10+2 with Science	Foundation course + a group of 3 optional subjects
Commerce	Bachelor of Commerce	10+2 from a recognized Board OR 10+2 with Commerce or Science	Foundation course + a group of 3 optional subjects

### Core Options at PG level

Faculty	Name of the Core Program	Eligibility	Subject Options
NA			

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

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

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

Name of the Course	Department	Duration	Fees	Seats
NA				

## 6. Academic Calendar 20 16-17

Academic Work	First/ Semester	Third/ Fifth	Second/ Fourth/ Sixth Semester
Orientation Classes/Zero Classes/SWOT analysis	01 July To 11 July		-
Teaching and Continuous Comprehensive Evaluation	13 July To 7 Nov		1 Jan To 23 April
CCE Schedule	Second Week Sept		Second Week March
Preparation Leave	14 Nov To 16 Nov		24 April To 26 April
Practical Exams (Graduation/Post Graduation)	three Day Between 15 Oct To 5 Nov		three Day Between 25 March To 11 April
Semester and ATKT Exams	17 Nov To 21 Dec		27 April To 26 May
Declaration of Examination Results	Up to 31 Dec		Up to 15 Jun
Semester Break (for students)	22 Dec To 31 Dec		27 May To 30 Jun
Semester Break (for teachers)	22 Dec To 31 Dec		27 May To 30 Jun

## 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 new building comprises 12 classrooms which are sufficient for the present day need. But the furniture is not sufficient in classrooms. There are no smart classrooms however projectors and computers with power backup is required to meet the present day need of modern technology. Physics, Chemistry, Botany and Zoology lab are well built and have enough space but equipments are lacking also furniture is required for them. Common research lab, Hostel, Canteen Garden is lacking. There is a urgent need for 50 seat Girls Hostel. Girls common room is available to girls. Auditorium, sports complex are lacking.

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

College library has sufficient book as per present day need but reference books are lacking. There is enough space for reading news papers and magazines in the library. There is separate library focused on employment needs of students under Swami Vivekananda career guidance scheme which provide employment news and magazines related to competitive exams.

- Student support services:
  - ✓ IT enabled services

The college has established a e-resources centre with 10 computers for students. This helps them in learning various subjects and necessary computer skills. All science labs, office and library are equipped with computers. There are sufficient printers, multifunction copiers and scanners in the college. Internet connection is available and college is all set to issue library books electronically through SOUL software as it has a bar code printer a bar code scanner and a trained person.

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

Financial assistance is given in the form of Gaon ki beti scholarships to all village girls with first division in 12<sup>th</sup> class. Aawagaman assistance is given to all girls travelling to attend college from a distance. Post metric scholarships are given to girls and boys belonging to SC, ST and OBC. Rs. 18843055/- disbursed to 55 boys and Rs. 529648/- disbursed to 144 girls.

- ✓ 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.

There is strong NSS unit of 100 girls and boys in the college campus cleaning, plantation and gardening is a regular activity in the campus. The unit organized a special 7 day residential camp in village Bhatkheda. along with cultural activities, yoga meditation awareness program conducted there for girl child education, sanitation against drug addiction and female foeticide.



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

The girls and boys play cricket, badminton, table –tennis, kabbadi and carrom during their free sports time. Lectures are organized time to time under Swami vivekanand career guidance scheme on various topics.

- ✓ Major student welfare initiatives over the past year

Guidance to weak students has been given prior to exam.  
Smart phones ditributed to 103 Students

- Extension Activities

NSS unit performed plantation in village Kanser an adopted village.

## 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.



### 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
NO			

- Major/Minor research projects

S. No	Name of the Faculty	Year	Title of the project	Name of funding Agency/ Industry	Total grant received
NO					

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

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

- Publications in national/ international journals

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

- List of linkages/ Collaborations/ MOUs

NO
----

- College Publications: Research Journal, Magazine, Newsletter

NO
----

## 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			13		7	
<i>Filled</i>	1	0	3	10	2	
Sanctioned by Management/ Janbhagidari Samiti/ Other authority						
<i>Filled</i>						

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

S.no.	Name of the Guest Faculty	Qualification	Subject
<b>1</b>	<b>Shri Amit Suryawanshi</b>	M.Lib, M.Phil	Librarian
<b>2</b>	<b>Totaram Soner</b>	M.Sc	Botany
<b>3</b>	<b>Hrideshwar Gupta</b>	M.A, M.Phil, PhD	Economics
<b>4</b>	<b>Narayan Achale</b>	M.Sc, M.Phil	Chemistry
<b>5</b>	<b>Manish panchal</b>	MPEd	Sports
<b>6</b>	<b>Archana pandey</b>	M.A,	English
<b>7</b>	<b>Shashank Rajora</b>	M.Com	Commerce
<b>8</b>	<b>Mala Hakwadia</b>	M.Sc, PhD	Maths
<b>9</b>	<b>Goldi Chutel</b>	M.A	Sociology
<b>10</b>	<b>Sukhdev Bairagi</b>	M.Sc	Physics

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

There is a marked improvement in academic, research & administrative Initiatives. The result is improved, the transition rate is improved, on time graduation rate is improved research papers have been presented by faculty members. All Scholarships were distributed timely, all scheme were executed timely and all information prepared and sent timely.

### 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.

Students were taken for a field trip to village Amba to visit organic farming, wind power Project and village Bhadwasa to visit rural management institute. lectures were organized on road safety, girl safety, self defence, employment and seed conservation.

### 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]

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

NO

### 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	seminar	SBI Life	march 17. 1Day

#### Placement Details

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

#### Alumni Profile

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

#### 14. Innovations and Best Practices

Madhya Pradesh Gaan
---------------------

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

##### **Strength:**

- Qualified teaching faculty.
- Sufficient class rooms, laboratories, spacious library and toilet complexes..
- Broad band connectivity.
- Support Services for catering educational needs of SC/ST/OBC.
- Career guidance cell to conduct skill development and career counselling programmes.
- Strong NSS unit for all round development of students.
- Sports facilities for all indoor sports.
- Transparent and prompt disbursement of all financial services.

##### **Weakness:**

- Shortage of regular faculty.
- Lack of books in the libraries.
- Lack of non teaching Staff, office staff
- Lack of girls hostel
- Lack of sport ground
- Lack of furniture and storage facilities
- Lack of new technology, drinking water facilities

##### **Opportunities:**

- College should run B Sc Biotech and B Sc Computer science.
- College should have skill based courses focused on agriculture sector.
- College library should have more reference books.
- College should have a well equipped computer lab

##### **Challenges:**

- Extension of higher education among the rural section.
- To enhance the talent of students through the education and cultural activities.
- To create the interest of students participation in the curricular and extracurricular activities.

## 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
NO			

## 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	16%	20%	14%	50%	100%
Postgraduate					
PhD					

Data Source: AISHE

(b) Enrolment							
		Undergraduate			Postgraduate		PhD
		Year 1	Year 2	Year 3	Year 1	Year 2	
SC	Male	3	6	1	NA	NA	NA
	Female	4	9	7	NA	NA	NA
ST	Male	4	2	0	NA	NA	NA
	Female	2	2	0	NA	NA	NA
Other Reserved Categories	Male	17	11	10	NA	NA	NA
	Female	30	16	27	NA	NA	NA
General	Male	7	8	1	NA	NA	NA
	Female	16	15	10	NA	NA	NA
Total	Male	31	27	12	NA	NA	NA
	Female	52	42	44	NA	NA	NA

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	240	144		
Commerce				
Criminology and Forensic Science				
Cultural Studies				
Defence Studies				
Design				
Disability Studies				
Education				
Fashion Technology				
Fine Arts				
Fisheries Science				
Foreign Languages				
Gandhian Studies				
Home Science				
Indian Languages				
IT & Computer				
Journalism and Mass Communication				
Law				
Library and Information Science				
Linguistics				
Management				
Marine Science and Oceanography				
Oriental Learning				
Physical Education				
Religious Studies				
Science	360	64		
Social Science				
Social Work				
Women Studies				

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	1	0	1
	Female	7	5	2
ST	Male	1	0	1
	Female	1	1	0
Other Reserved Categories	Male	13	3	9
	Female	33	26	7
General	Male	4	1	3
	Female	12	10	2
Total	Male	19	4	15
	Female	53	42	11

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

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

(b) On-time graduation (Undergraduate)			
		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	1	0
	Female	8	4
ST	Male	1	0
	Female	1	0
Other Reserved Categories	Male	14	2
	Female	32	14
General	Male	3	0
	Female	11	8
Total	Male	19	2
	Female	52	26

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

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

3. Faculty and administrative staff in position and training

(a) Faculty and administrative staff in position as on 30 <sup>th</sup> September, [current year]							
		Reserved					Unreserved
		SC	ST	MP Residents	Females	Others	
Assistant Professor	Sanctioned						13
	Filled (Regular)						3
	Filled (Contract)						-
	Guest Lecturers						9
Associate Professor	Sanctioned						-
	Filled (Regular)						-
	Filled (Contract)						-
	Guest Lecturers						-
Professor	Sanctioned						0
	Filled (Regular)						1
	Filled (Contract)						-
	Guest Lecturers						-
Admin. Staff (all)	Sanctioned						2
	Filled (Regular)						1
	Filled (Contract)						-
Accountant	Sanctioned						1
	Filled (Regular)						-
	Filled (Contract)						-

Data Source: AISHE

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

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

(c) Faculty qualifications as on 30 <sup>th</sup> September, [Current Year]					
		PhD	Postgraduate	Undergraduate	Others
Assistant Professor	Regular	2	1		
	Contract				
	Guest Lecturers	2	8		
Associate Professor	Regular				
	Contract				
	Guest Lecturers				
Professor	Regular	1			
	Contract				
	Guest Lecturers				

Data Source: AISHE

#### 4. Student support services

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

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	16	79072				
	Female	33	124536				
ST	Male	3	14826				
	Female	6	19884				
General	Male	36	94332				
	Female	105	385228				
Total	Male	55	188430				
	Female	144	529648				

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	
	Female	
ST	Male	
	Female	
General	Male	
	Female	
Total	Male	
	Female	

Data Source: Hostel register verified against fee receipts on record

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

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	1	8	1	1	14	32	3	11	19	52
	1 <sup>st</sup> division	0	0	0	0	0	0	0	0	0	0
	2 <sup>nd</sup> Division	0	6	0	1	3	21	1	7	4	35
	3 <sup>rd</sup> Division	0	1	0	0	0	1	0	0	0	2
2 <sup>nd</sup> year	Appeared	6	10	1	1	7	10	10	24	24	45
	1 <sup>st</sup> division	1	0	0	0	1	2	1	4	3	6
	2 <sup>nd</sup> Division	1	4	0	1	0	4	4	12	5	21
	3 <sup>rd</sup> Division	1	3	1	0	1	0	0	0	3	3
3 <sup>rd</sup> year	Appeared	2	1	2	0	4	12	10	9	18	22
	1 <sup>st</sup> division	0	0	0	0	1	1	0	2	1	3
	2 <sup>nd</sup> Division	2	1	2	0	3	11	10	7	17	19
	3 <sup>rd</sup> Division	0	0	0	0	0	0	0	0	0	0

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

(a) Examination results for [previous academic year] (postgraduate)											
		SC		ST		Other Reserved Categories		General		Total	
		M	F	M	F	M	F	M	F	M	F
1 <sup>st</sup> year	Appeared	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	1 <sup>st</sup> division	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	2 <sup>nd</sup> Division	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	3 <sup>rd</sup> Division	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
2 <sup>nd</sup> year	Appeared	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	1 <sup>st</sup> division	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	2 <sup>nd</sup> Division	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	3 <sup>rd</sup> Division	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

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

#### 6. Placement and student tracking

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

Data Source: Records of the college placement cell

(b) Placement and Tracking of Students who graduated in [previous academic year] (Postgraduate)						
		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	NO				
	Female					
ST	Male					
	Female					
General	Male					
	Female					
Total	Male					
	Female					

Data Source: Records of the college placement cell



## 7. PhDs Awarded

Number of PhDs awarded between October 1 <sup>st</sup> [previous year] to September 30 <sup>th</sup> [current year]	
Discipline Group	Number
Arts	NO
Commerce	NO
Criminology and Forensic Science	
Cultural Studies	
Defence Studies	
Design	
Disability Studies	
Education	
Fashion Technology	
Fine Arts	
Fisheries Science	
Foreign Languages	
Gandhian Studies	
Home Science	
Indian Languages	
IT & Computer	
Journalism and Mass Communication	
Law	
Library and Information Science	
Linguistics	
Management	
Marine Science and Oceanography	
Oriental Learning	
Physical Education	
Religious Studies	
Science	NO
Social Science	
Social Work	
Women Studies	
Literature	
Other	
All disciplines	

Data Source: AISHE

8. Research and consultancy

Revenue generated through externally funded research and consultancies over [previous financial year]		
Discipline Group	Number of active projects	Total Revenue Generated (Rs. lakhs)
Arts	NO	
Commerce	NO	
Criminology and Forensic Science		
Cultural Studies		
Defence Studies		
Design		
Disability Studies		
Education		
Fashion Technology		
Fine Arts		
Fisheries Science		
Foreign Languages		
Gandhian Studies		
Home Science		
Indian Languages		
IT & Computer		
Journalism and Mass Communication		
Law		
Library and Information Science		
Linguistics		
Management		
Marine Science and Oceanography		
Oriental Learning		
Others / Inter-disciplinary		
Physical Education		
Religious Studies		
Science	NO	
Social Science		
Social Work		
Veterinary and Animal Sciences		
Women Studies		
All disciplines		

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		1	
Commerce		1	
Criminology and Forensic Science			
Cultural Studies			
Defence Studies			
Design			
Disability Studies			
Education			
Fashion Technology			
Fine Arts			
Fisheries Science			
Foreign Languages			
Gandhian Studies			
Home Science			
Indian Languages			
IT & Computer			
Journalism and Mass Communication			
Law			
Library and Information Science			
Linguistics			
Management			
Marine Science and Oceanography			
Oriental Learning			
Others / Inter-disciplinary			
Physical Education			
Religious Studies			
Science		1	
Social Science			
Social Work			
Women Studies			
All disciplines		3	

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	NO			
2 <sup>nd</sup> Cycle				
3 <sup>rd</sup> Cycle				

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

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

## 10. Institutional Trends

Variable	Baseline Value	[Year 1]	[Year 2]	[Year 3]	[Year 4]	Current Year
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (undergraduate, all categories)						
Percentage of sanctioned seats in the 1 <sup>st</sup> year filled (postgraduate, all categories)				]		
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (undergraduate, all categories)						
On-time graduation rate (undergraduate, all categories)						
Transition rate from the 1 <sup>st</sup> year to the 2 <sup>nd</sup> year (post graduate, all categories)						
On-time graduation rate (postgraduate, all categories)						
Regular faculty in position rate (all levels, reserved categories)	50%					
Regular faculty in position rate (all levels, unreserved categories)	50%					
Percentage of regular faculty with PhDs (all levels)	75%					
Employment rate of graduates from the previous academic year (undergraduate, all categories)	10					
Employment rate of graduates from the previous academic year (postgraduate, all categories)						
Percentage of total revenue generated through externally funded research						
Number of papers published in peer-reviewed, international journals						

Source: Tables under section 1-8.

## 11. Financial Reports

Name and registration number of the auditor Mr. Rajat Borana

Number of audit observations recorded by the auditor 01 per Year.

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

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

## 12. All India Survey of Higher Education

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

### 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.