

Govt. Arts and Commerce College Mohana Disst. Gwalior

ANNUAL REPORT 2016-17

- Name of the college – **Govt. Arts and Commerce College, Mohna**
- Place of the college - Mohna
- District - Gwalior
- Division - Gwalior-Chambal
- Year of establishment of college - **1983**
- Name and Contact details(Mail id , Phone) of Principal –
Mr. S.L. DOHRE hegaaccmoh@mp.gov.in ;- 9425489797
- Name , Post and Contact details of (mail id, Phone no.) of Reporting In charge –
Dr. RANJITA BARKHANIA – atulyasingh02@gmail.com- 9407586660
- Date of report submission - 20-02-2018

Part I

1. The Principal's Report -

COLLEGE CHALO ABHIYAN: ON 30.05.2017 our institution started college chalo abhiyan for the pass out students of intermediate class in the local higher secondary schools.

ONLINE ADMISSION: our college is the degree college for online admission in the rural area. All the admission for the first year student of UG classes are done through online registration and verification process.

SCHOLARSHIP STATE: The student from economically weaker section of all categories avail scholarship like post-metric, gaon ki beti, NISHAKT-JAN, AWASIYA YOJNA and NIRDHAN CHATRA YOJNA. The management of the college ensures that the entire students are benefitted. Every year hundred percent student who fill full the criteria utilize these scholarships.

- We had conducted various activities and students participation is good in all that
- Our college have common education beside it we are sensitive to the issue like gender, climate, human rights, information technology etc.
- By this report – we have tried to achieve new scaling heights. Despite over Endeavour of making this college excellent. We are lacking in terms of teaching faculty and E-learning system, smart classes, and sports equipments and amenities. If this is provided our college may become the best college of this region.
- We do our teaching, based on the teaching calendar; again our whole syllabus is completed. If not done we take extra classes al

2. Overview

(i) Vision, Mission and Objectives of the college

Vision of the college

To establish a quality education center and to make education a tool for transforming the students in a responsible citizen through committed pattern of instructions. Education with purpose and vision to responsible citizen.

Mission of the college

To promote a bank of human talent in diversified faculties –arts and commerce group that would become an investment for a prosperous society. The main aim and objective of the institutions is to transform the students in a good citizen through committed pattern of instructions.

Objectives of college

1. To provide the opportunity of quality education for youth to play an important role in buildup of beautiful society.
2. To prepare the competent, confident and excellent human resources to face contemporary challenges.
3. To bridge the gap between theory and practice of the principles of higher education.
4. To develop human talent necessary for the industry.
5. Value based education for all around growth and development of individual.
6. Education for elevation of the status of every part of society without any space for discriminations.
7. By providing modern technical education to develop the skills and make the education job oriented.
8. To develop moral and social values in student.

(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 arts and commerce college of Mohna is situated at the village of Mohna Near railway station, almost 60km away from Gwalior district. The college was started In 1984 and is dully affiliated to jiwaji university, Gwalior. Right from the inception the college Started imparting degree level learning in arts including six subjects of Hindi literature, English Literature, History, Economics & Sociology and commerce group. College have own building.

(iii) History of the college with significant milestones

The college was established in 1983. This college was running in govt. Primary school of mohna till 2012. In 2012 it was shifted in their own building. This college is providing quality education to students from rural background when I ponder upon the 34 glorious year of our college.

(iv) Faculties and major disciplines

The college runs in arts group with six subjects i.e. Hindi literature, English Literature, History, Economics & Sociology and commerce group at only graduation level.

3. Senior Management Team and Board of Governors

Janbhagidari Samiti

Chairman – Mr. Ganesh Jaiswal , SDM Ghatigaon

MLA nominee- Mr. Haneet Khan

Secretary- Mr. S.L. Dohre

Joint secretary- Branch manager, CBI Mohna

Parents' representative- MR. Ramlakhan Batham

SC representative- MR. Dinesh Jatav

ST representative- MR.Munshi adiwasi

Industry representative- MR.Parag Jain

Women representative- MRS. Rajjo Bai Adiwasi, Sarpanch Mohna

Public representative- MR. Deepu Tomar

4. Admission Statistics on 30 sep 2017

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

Applications	UG	PG	PhD
Applications that ranked the college as the 1 st preference	15	NA	NA
Applications that ranked the college as the 2 nd preference	45		
Applications that ranked the college as the 3 rd preference	62		
Total number of applications received	122		
Number of students admitted	122		

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.) as on 30 sep. 2017

Name of the Course	Gender	Category				% of students from the State	% of students from other states
		SC	ST	OBC	GEN		
B.A.	M	07	03	57	10	100%	Nil
	F	02	00	66	05	100%	Nil
	Total	09	03	123	15	100%	Nil
B.CO M	M	05	00	02	08	100%	Nil
	F	00	00	11	12	100%	Nil
	Total	05	00	13	20	100%	Nil
Grand total		14	03	136	35		

5. Academic Programs: Core Programs - UG

Core programs at UG level

Stream	Name of the Core Program	Eligibility	Optional subjects
Arts	Bachelor of arts	10+2 from a recognized board or 10+2 with relevant vocational course from M.P. board	Foundation course + a group of 3 optional subjects 1. Hindi/English literature 2. History/economics 3. Political science, sociology
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 1. Accounting 2. Management 3. Applied economics

Core Options at PG level – NIL

M.Phil/ Ph.D. Programs - NIL

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

6. Academic Calendar 2016-17

Academic Work	First/ Third/ Fifth Semester	Second/ Fourth/ Sixth Semester
Orientation Classes / Zero Classes / SWOT analysis	1 July- 10 July	01 January -02 January
Teaching and Continuous Comprehensive Evaluation	11 th July to 02 November	03 January – 23 April
CCE Schedule	As per Academic Calendar of H.E.	As per Academic Calendar of H.E.
Preparation Leave	As per Academic Calendar of H.E.	As per Academic Calendar of H.E.
Practical Exams (Graduation/Post Graduation)	As per Examination Time Table Schedule of affiliated university	As per Examination Time Table Schedule of affiliated university
Semester and ATKT Exams	As per Examination Time Table Schedule of affiliated university	As per Examination Time Table Schedule of affiliated university
Declaration of Examination Results	Depend upon result declaration by affiliated University	Depend upon result declaration by affiliated University
Semester Break (for students)	As per Academic Calendar of H.E.	As per Academic Calendar of H.E.
Semester Break (for teachers)	As per Academic Calendar of H.E.	As per Academic Calendar of H.E.

7. The Student Experience

Infrastructural facilities available to students - Classrooms, Students common room & other facilities. There are 05 classrooms in the college, a small garden area and a huge play ground. We shall put strong efforts for smart classes, reading room and extra classrooms also. We are also trying to provide all other facilities for students.

Library as a learning resource- advisory committee, its composition, facilities & services , annual improvement initiatives We have more than 4000 text and reference books in our library. There are many subject books for student readings, different types of Hindi and newspapers, available for students.

Student support services

- **IT enabled services** -The college lacs at the building part and proper arrangements of such issues have been cumbersome, however the office has computer system equipped with internet facility and is made available to students in need but somehow the difficulties persist unresolved due to lack of permanent staff.

- **Financial assistance (scholarships/ schemes for SC/ST/OBC/ minority, Group & Health Insurance Schemes)** - We had provided scholarship of deserving candidate in deferent scheme such has pratibha kiran yojna, vikramaditya yojna, gaon ki beti etc.
- **Free books and stationary distribution to sc/st students** - SC, ST, OBC, Women and PH students have scholarship from government
- **Personal enhancement & development schemes- Facilities for physically challenged , Tutor-Guardian Scheme, Grievance Redressal Cell, Career Guidance Cell** - The college doesn't have NCC, NSS. We have classrooms in ground floor that is helpful for physically challenged. We are trying to arrange remedial classes for slow learner as well as weaker students. The college doesn't have Entrepreneurship Cell and Career Guidance Cell but we guide students regularly.
- **Extracurricular activities: Calendar of activities (Sports, Youth Festival, cultural and literary events), Achievements, Awards** - Extracurricular activities such as youth festival, various competitions like drawing, easy writing, debate, singing etc have been conducted at college level.
- **Major student welfare initiatives over the past year** - Nil
- **Extension Activities** - Extension activities provide a link between the college and the society. Its help to imbibe academic learning experience, values and skills in students. The college provide an equal opportunity for all section of society. It aims to persue excellence towards creating manpower with high degree intellectual professional and cultural development to meet the national end global challenges.

8. Student Achievements - Nil

9. Research Activities - NIL

- Major research themes - NIL
- Major/Minor research projects -NIL
- Papers presented in regional, national and international seminars/ conferences - NIL
- Publications in national/ international journals

S.No.	Name of the faculty	Name of the journal	Title of the paper	ISSN/ ISBN number /Impact factor
01	Dr. Ranjita Barkhania	International Human Research Journal	Janjatiya samuday me shramiko ka alpkaleen prawas: karan evam prabhav	ISSN/ 2347-7067 /0.7

- List of linkages/ Collaborations/ MOUs

The college has been running UG Level for a long time. PG level courses and the research activities at the student's level are not undertaken because the research is not a part of the curriculum.

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

10 . Human Resources

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.	-	-	07	05	01	NA
<i>Filled</i>	-	-	02	05	01(Guest librarian)	NA
Sanctioned by Management/ Jan bhagidari Samiti/ Other authority	-	-	-	05	01	NA
<i>Filled</i>	-	-	02	05	01	-

2. Guest Faculty: subject-wise appointments

S.no.	Name of the Guest Faculty	Qualification	Subject
1	Dr.Anwar Baig Mirza	Ph.D.	English
2	Namrta Sharma	NET	History
3	Dr. Deepa Sikarwar	Ph.D.	Hindi
4	Dr. Naresh bhaskar	Ph.D.	Pol. Sci.
5	Dr. Manoj Jatav	Ph.D.	Commerce
6	Mrs. Kalpna shrivastav	M.Phil	Librarian

3. Annual improvement in academic, research & administrative Initiatives

The college has gradually developed into a place of higher education in the rural area of Mohna. The rising number of students seeking admission in BA is remarkably sufficient to display its progress at undergraduate level Syllabus of central board of studies implemented in UG classes.

11. Events and Initiatives : Nil

12. Institutional Development plan

Indicator*	Baseline Value	Target for [current year]	Value as on 30 th September [current year]
Rising in number of students seeking admission	Increasing number of student	-	-

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

13. Placement Report – NIL

14. Innovations and Best Practices: NIL

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

Strength

The college is situated in the rural area of Mohna and we have large number of students so we are providing education to the rural and backward area's people. College have own building and basic infrastructure and amenities. We have huge open field area.

Weaknesses

Situation of our college is our big weakness. It is too far from the residential area and has no proper way and convences facility for the students and staff. We have limited constructed area and lac of infrastructure.

Opportunity

We have good opportunity to enhance our space to develop more infrastructures like more classrooms, reading room, computer lab, garden area, sports complex, smart classes and assembly hall. With the help of them we can provide to students value based and quality oriented education and to trained them in such a way that they become competent enough to take future challenges and to be fruitful to society and live a respectable life in society after they complete their education.

Challenges

We are lacking E-learning system, smart classes and amenities. There is no enough permanent teaching and technical staff . If our college is provided with these facilities our college may become best college in the rural area.

16. Looking ahead Future Plans

Key Initiatives Planned/ implemented

S. No	Head (administrative/academic, etc)	Nature of proposal	Expected Outcome
1	Library(Books & journals,almirahs etc.	Purchase and procurement	Function of institution
2	Furniture(student & office)	Purchase and procurement	Function of institution
3	Smart class rooms	Purchase and procurement	Function of institution
5	Sick room	Purchase and procurement	Function of institution
6	Medical facilities	Purchase and procurement	Function of institution
7	Computer equipment	Purchase and procurement	Function of institution

17. Appendix: Institutional Performance Data and Financial Reports

Part II

1. Sanctioned seats and enrolment

(a) Sanctioned Seats						
		SC	ST	Other Reserved Categories	General	Total
Under graduate	B. A	19	24	17	60	120
	B. COM	10	12	08	30	60

Data Source: college Records

(b) Enrolment				
		Undergraduate		
		Year 1 (2015-16)	Year 2 (2016-17)	Year 3 (2017-18)
SC	Male	11	14	12
	Female	02	02	02
ST	Male	01	01	03
	Female	Nil	Nil	Nil
Other Reserved Categories	Male	20	24	59
	Female	26	44	76
General	Male	05	08	18
	Female	19	14	18
Total	Male	37	47	92
	Female	47	60	96

Data Source: college Records

Number of sanctioned seats by discipline group and enrolment in the 1 st year as on September 30 th [current year]				
Discipline Group	Undergraduate		Postgraduate	
	Sanctioned Seats	Enrolment	Sanctioned Seats	Enrolment
Arts	120	102	-	-
Commerce	60	20	-	-

Data Source: college Records

2. Transition and on-time graduation

(a) Transition from the 1 st year to the 2 nd year (Undergraduate)				
		Number of students admitted to the 1 st year in [the previous academic year (2014-15)]	Of (*), the number of students currently enrolled in the 2 nd year who:	
			Passed all subjects in the 1 st year (2015-16)	Were Allowed to Keep Terms
SC	Male	07	05	01
	Female	01	-	01
ST	Male	01	01	-
	Female	Nil	-	-
Other Reserved Categories	Male	08	04	01
	Female	12	11	01
General	Male	01	01	-
	Female	06	06	-
Total	Male	17	11	02
	Female	19	17	02

Data Source: examination results declared by [affiliating university]

(b) On-time graduation (Undergraduate)			
		Number of students admitted to the 1 st year in [year t-3] (2014-15)	Of (*), the number of students who passed all final year examinations for the previous academic year (2016-17)
			SC
	Female	01	01
ST	Male	01	01
	Female	-	-
Other Reserved Categories	Male	08	03
	Female	12	12
General	Male	01	01
	Female	06	06
Total	Male	17	09
	Female	19	19

Data Source: examination results declared by [affiliating university]

3. Faculty and administrative staff in position and training

(a) Faculty and administrative staff in position as on 30th September 2017

	Sanctioned	Filled (Regular)	Filled (contract)	Guest lecturers
Assistant Professor	07	02	-	05
Associate Professor	-	-	-	-
Professor	-	-	-	-
Admin. Staff (all)	01 Principal	-	-	-
	01 Head clerk	-	-	-
	01 AG 2	01	-	-
	02 AG 3	02	-	-
Accountant	01	-	-	-

Data Source : College Record

(b) Training of faculty and administrative staff between October 1 st [previous year] to September 30 th [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	-	-	-
	Avg. number of days	-	-	-
Accountant	Number trained	-	-	-
	Avg. number of days	-	-	-

(c) Faculty qualifications as on 30 th September 2017					
		Ph. D	Post graduate	Under graduate	Others
Assistant Professor	Regular	01	01	N/A	-
	Contract	-	-	N/A	-
	Guest Lecturers	04	01	N/A	-
Associate Professor	Regular	-	-	-	-
	Contract	-	-	-	-
	Guest Lecturers	-	-	-	-
Professor	Regular	-	-	-	-
	Contract	-	-	-	-
	Guest Lecturers	-	-	-	-

Data Source: College Record

4. Student support services

(a) Financial support received (from all sources) by students in the college between October 1 st [previous year 2016] to September 30 th [current year]							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	12	65868	-	-	-	-
	Female	01	5664	-	-	-	-
ST	Male	01	5664	-	-	-	-
	Female	-	-	-	-	-	-
OBC	Male	14	65194	-	-	-	-
	Female	35	164910	-	-	-	-
Total	Male	27	136726	-	-	-	-
	Female	36	170574	-	-	-	-

Data Source: College Record

(a) Financial support received, from the DHE, by students in the college between October 1 st [2016] to September 30 th [2017] Gaon ki beti yozna							
		Undergraduate		Postgraduate		PhD	
		Number	Average Value (Rs.)	Number	Average Value (Rs.)	Number	Average Value (Rs.)
SC	Male	-	-	NA	NA	NA	NA
	Female	-	-	NA	NA	NA	NA
ST	Male	-	-	NA	NA	NA	NA
	Female	-	-	NA	NA	NA	NA
General	Male	-	-	NA	NA	NA	NA
	Female	04	20000	NA	NA	NA	NA
Total	Male	-	-	NA	NA	NA	NA
	Female	04	20000	NA	NA	NA	NA

Data Source: College records

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 st year	Appeared	06	01	01	-	06	12	01	06	14	19
	1 st division	-	-	-	-	01	04	-	03	01	07
	2 nd Division	06	01	01	-	04	08	01	03	12	12
	3 rd Division	-	-	-	-	01	-	-	-	01	-
2 nd year	Appeared	05	01	01	-	04	12	01	06	11	19
	1 st division	-	-	-	-	01	03	-	02	01	05
	2 nd Division	05	01	01	-	03	09	01	04	10	14
	3 rd Division	-	-	-	-	-	-	-	-	-	-
3 rd year	Appeared	05	01	01	-	03	12	01	06	10	19
	1 st division	2	-	-	-	02	04	-	04	04	08
	2 nd Division	02	01	01	-	01	08	01	02	05	11
	3 rd Division	01	-	-	-	-	-	-	-	01	-

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

6. Placement and student tracking -NIL

7. PhDs Awarded - NIL

8. Research and consultancy

Revenue generated externally funded Research and consultancy over year 2017 - NIL

Number of papers published in peer-reviewed journals between October 1 st [previous year] to September 30 th [current year]			
Discipline Group	Number of papers published		Number of published papers through cross-institute research collaboration
	International Journals	National Journals	
Arts	01	-	-
Commerce	-	-	-

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

9. NAAC accreditation and UGC autonomy - NIL

10. Institutional Trends

Variable	Baseline Value	Year 1 2015-16	Year 2 2016-17	Current Year 2017-18
Percentage of sanctioned seats in the 1 st year filled (undergraduate, all categories)	180	13.89%	28.33%	67.77%
Percentage of sanctioned seats in the 1 st year filled (postgraduate, all categories)	-	-	-	-
Transition rate from the 1 st year to the 2 nd year (undergraduate, all categories)	-	-	77%	68.75%
On-time graduation rate (undergraduate, all categories)	-	-	-	77.78%
Transition rate from the 1 st year to the 2 nd year (post graduate, all categories)	-	-	-	-
On-time graduation rate (postgraduate, all categories)	-	-	-	-
Regular faculty in position rate (all levels, reserved categories)	-	-	02	02
Regular faculty in position rate (all levels, unreserved categories)	-	03	02	00
Percentage of regular faculty with PhDs (all levels)	-	100%	50%	50%
Employment rate of graduates from the previous academic year (undergraduate, all categories)	-	-	-	-
Employment rate of graduates from the previous academic year (postgraduate, all categories)	-	-	-	-
Percentage of total revenue generated through externally funded research	-	-	-	-
Number of papers published in peer-reviewed, international journals	-	-	01	-

Source: Tables under section 1-8

11. Financial Reports

Name and registration number of the auditor -Mr.Anant Gupta

Number of audit observations recorded by the auditor -11

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

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 _____