SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

GOVT. SHRIMANT MADHAVRAO SCINDIA P.G. COLLEGE SHIVPURI (M.P.)

T.V.TOWER ROAD, NEAR PHYSICAL COLLEGE,SHIVPURI
473551
www.mphighereducation.nic.in/0501, https://govtpgcollegeshivpuri.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Govt. Shrimant Madhavrao Scindia P.G. College Shivpuri is the premier institution of higher education in the Shivpuri district and it has been designated as lead college for Shivpuri district by Department of Higher Education. The college has a glorious past of more than six decades of imparting quality education to the students in this region. The college was awarded 'B' grade by NAAC in February 2007.

In 1998 all the faculties were shifted to the present building . After the sad demise of popular Member of Parliament Sh. Madhavrao Scindia, the college was dedicated to his benevolent memory & was finally re-named as Govt. Shrimant Madhavrao Scindia P.G. College.

It is a multi-faculty college having Arts, Commerce & Science. It offers four under graduate program and 13 post graduate program. It also offers research facilites in three subject's viz. Hindi, Political Science & Economics. College provides facility of Co-education and has a total strength of 4520. The college has a teaching faculty of 37 permanent members. Along with Head Cleark, the College has six employees in administrative block and 08 techinical staff including lab technicians and lab attendents. The strength of class IV employees is 24.

The college has vast infrastructural facilities with a sprawling campus of 10 acres. There are 25 class rooms, three lecture-theatres, one virtual class room, one auditorium, one open air theatre, five well equipped labs and one computer lab established in commerce department, a central library with more then one lakh books, e-library facilities in central library, a sports complex with gymnasium, boys hostel, six staff quarters for teaching faculty and a Principal banglow, a rich garden named 'Saraswati Udhyan'.

The college has three NCC wings two for boys and one for girls having 267 boys cadets and 54 girls cadets under the command of Lt. G.K. Saxena, Lt. Gulab Singh Jatav and care taker Mrs. Kiran Mehra. Two NSS unit with 200 boys/girls are also working under the guidance of two NSS officers Dr. R.K. Shakya and Dr. Pallavi Sharma. The college also oraganizes various cultural, literary and academic programmes throughout the academic year.

Vision

The vision of the institutions is to create best human resources who could effectively contribute in nation building, meeting the challenges of time and leading the society. Our Moto is to develop intelligence and spirit of generosity, fraternity among the students.

Mission

It is our responsibility to provide quality education among the students and to the society. Our college is committed to provide excellent environment for teaching learning, career planning, research and innovation. It is our duty to create bright minds for the world. We are determined to prepare best human being for future society. It is our prime duty to sensitize and increase social responsibility among students toward deprived communities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- It is a multi discplinary co-education college of the district emparting quality education since 1961.
- The college has a campus of 10 acres with 25 class rooms , five well equipped labs and one computers lab.
- Three department of the college has been recognized as research centre by Jiwaji University Gwalior.
- The college has 13 post graduate courses including self finance courses.
- Highly qualified and competent faculties are providing quality education in the college.
- The college has Vivekanand auditorium for cultural and academic activities . We also have one central library with 1 Lac. books (approx.)
- The college has well furnished girls common room with attached toilet.
- The College organizes various campaigns for awareness in different fields through NCC and NSS students.
- The College publishes a half yearly research journal 'Shodh Srinkhla' to bring forward the research talent of students and faculties.
- The College has well established virtual class room and one confrence hall.
- The College has a big play ground for various sports activities and a well equipped gymnasium.
- The College has 20 seater boys hostel, 06 staff quarters and a Principal bungalow.
- The college has a rich garden named 'Saraswati Udhyan' which contains variety of plants. It is excessively used by botany students of our college.

Institutional Weakness

- As the gross enrolment ratio (GER) is increasing day by day therefore there is a need for increase in infrastructural facilities.
- As most of the students belongs to the rural areas their academic back ground is poor and they also have language problem.
- Some of teaching posts are vacant therefore there is an urgent need of recruitment of faculty.
- Teachers are over burdened with a lot of non academic work.
- There is lack of permanent faculty in few self finance courses.
- College administration should have more academic freedom to meet out the need of the students.
- During semester system in P.G. courses, the college remains mostly engaged in conducting the University examination which affects normal teaching.

Institutional Opportunity

- The College has a highly qualified and experienced faculty. Their potential can be utilized in more

fruitful manner.

- Research activities going in the college can be utilized for the benefit of society.
- The College provides job opportunities to deserving students through Vivekanand career guidance and placement cell.
- The college has three research centres which helps in research and innovation.
- N.C.C. , N.S.S., Career Counselling Cell, Red Cross, Placement Cell for the overall personality development of students.
- Since most of the students belong to the deprived sections and most of them are girls, it is an opportunity for the institution to work for social justice and women empowerment.

Institutional Challenge

- Posting and recruitments of faculty against vacant posts.
- Need of more infrastructures like class rooms, laboratories and other facilities for increasing number of students.
- More attention is required for maintenance of infrastructure.
- ICT facilities should be increased in college campus.
- To improve communication skill among the students. An English language lab should be setup in the college.
- Due to lack of professional and vocational courses, it is difficult to meet the needs of companies during placement drive.
- To teach more than 4 thousand students with about 50 teachers (regular and temporary) which is inadequate.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular aspects of the institution are governed by the directives of Jiwaji University, Gwalior and the department of Higher Education, M.P.Government. The institution has set up cells and systems for the planning and implementation of the curriculum in an effective and transparent manner. IQAC and Semester Cell play an important role in coordinating various issues among the teachers and the students. The curriculum has focused on issues of human values, gender, environment , sustainability, computer literacy and scientific temper in the core courses. The institution conducts a number of activities to foster these values among the students. The curriculum consists of Semester system in P.G. courses and Annual system in U.G. courses. In Semester system, the evaluation process consists of Continuous Comprehensive Evaluation and Project work. For effective implementation of the curriculum, the institution develops and deploys many action plans which include formation of different committees and different units like N.S.S., N.C.C., Red Cross, Swami Vivekanand Career Counselling Cell. Sports department and Library also play an important role. The different units and departments always strive to inculcate ethical values to ensure holistic development of the students. Many Faculty members of the college are in the Board of Studies of different subjects and they put their suggestions and problems before them. Feedback is obtained from students both formally and informally in the course of teaching and learning, seminars and workshops, different activities of N.C.C., N.S.S. and Career Counseling Cell etc

Teaching-learning and Evaluation

The teaching, learning and assessment strategies of the institution are structured in accordance with the instructions and norms of the government and the University. Admission process is quite transparent as it is done on-line from registration of candidates to display of merit list. Provision is there for reservation in admission of 16% seats for SC, 20% for ST, 14% for OBC and 30% for women in each category, and 3% for differently abled students in each category. The institution assesses the students' needs and skills before the commencement of the programme. The college sensitizes its staff and students by organizing lectures, seminars, workshops, group discussions concerning issues relating to women and environment. Competitions like essay, debates and quizzes are also held. The Supervisors identify specific area of research and teach accordingly to learners and initiate them to carry on their project/research work. Time table committee ensures a proper well-planned time-table for teaching and learning. Along with Time table committee , HoD and Head of the institution also monitors its effective implementation. It strives for organizing seminars, workshops, training programmes, extra-curricular activities, research works etc. that are a part of teaching-learning process. The support structures and systems available for teachers and students in teaching and learning are - audio-visual aids, computer with internet, projectors, L.C.D., practical equipments, field work, group discussions etc. The institution nurtures critical thinking among students by adopting different means.   A Research Development Committee is there to promote research. Evaluation results are used to identify slow learners and advanced learners.

Research, Innovations and Extension

The institution has recognized research centres for Ph.D. in Hindi, Political Science and Economics .The institution has a research development committee to monitor and address the issues of research. The Institution has an well equipped library, 1 computer labs with internet, labs in respective departments, Swami Vivekanand Career Counselling Cell etc. Research articles and the findings of Seminars and Workshops held in the college are published. Efforts are on to convert the present library to an E-library and modernize the already existing laboratories of different departments. The faculty members perform extension activities by acting as Judges in different competitions organized by other institutions; by working during elections in different capacities such as master trainers, presiding officers; in census and in different kinds of surveys; by working as observers, invigilators, centre superintendents in different competitive exams and other exams of other Universities. The institution has N.C.C., N.S.S , Red Cross and Swami Vivekanand Career Counselling and Students Trekking Cells to promote institution-neighborhood-community network contributing to good citizenship, service orientation and holistic development of students. These units perform social responsibility by their extension activities such as camps and procession for social, national, career and health awareness, environment, gender issues and placement activities . Prominent extension activities include voter awareness and plantation work.

Infrastructure and Learning Resources

The institution is spread over 41086 sq. metre and have a built up area of about 3810.525 sq. metre. Among the important physical infrastructures worth mentioning are- the central library, N.C.C. Units, Administrative Office, one well furnished Computer Labs with computers and internet, Auditorium, bicycle stand, Conference hall, virtual class room, departmental labs, Hindi language lab and play ground. Separate sports complex exists in our college campus. There are total 76 computers in the college. Funds are generated by the policy decisions taken by Janbhagidari Samiti and by communicating with State govt. for financial assistance under RUSA(Rastriya Uchatar Sikhsya Agency) and World Bank Project. Library is equipped with SOUL software,

24 computers,photocopier with scanner, colour printer and internet facility. There are 25 class rooms apart from departmental rooms and labs. Generator has been installed for maintaining constant supply of electricity and preventing fluctuation. The college has set up units such as N.S.S., N.C.C., Red Cross, Career Counselling and Placement Cell and Students Trekking Cell which contribute to learning process by their activities. The institution has provisions for periodic check up of the infrastructure and equipments of the college, their repairing and replacement.

Student Support and Progression

Students support services include- Swami Vivekanand Career Counselling Cell, N.C.C., N.S.S., Sports Department, Red Cross unit, Students Trekking Cell , one computer labs that provide digital services, Hindi language Lab, bicycle stand and RO drinking water. Youth Festival is organized and variety of literary and cultural activities are held and students are rewarded and sent to represent the college at higher levels. Sports competitions are held to select students for state level, University level and national level competitions. Academic and career related counseling and job-oriented training programmes are provided by Swami Vivekanand Career Counselling Cell. The institution has a student grievance redressal cell and Anti-ragging Committee. The institution has set up a gender sensitization cell for female faculty members and students ,that is entrusted with the job of resolving issues pertaining to women's issues. College has a number of committees that work for students' support. Library is well equipped with internet, photocopier, printers and reading room . Welfare schemes include different scholarships given - scholarship for girls under 'Gaon ki beti yojana', 'Pratibha Kiran Yojana', Post-matric scholarship for SC,ST and OBC students, poor boys fund scholarship and free stationery and books for SC and ST students.All the UG first year students are provided smart phones from time to time by state government. Life insurance of all students is done. The institution facilitates student progression to higher level of education and towards employment. Students Union Council is constituted as per directive of the department of Higher Education.

Governance, Leadership and Management

The organization consists of the Principal being the Head of the institution and all administrative and financial powers are exercised by him. But he forms different committees to to advise and suggest him and to execute the works. There is also a Janbhagidari Samiti, a body of local representatives formed by the government that plays a vital role in development of the institution. It is headed by a Chairman and the Principal works as a secreatry of it. IQAC (Internal Quality Assurance Cell) headed by the Principal is also an important constituent in the organization. Departmental Heads and In Charge of various faculties are also a part of the decision making process. RUSA Incharge and Semester Cell Incharge also play active role in matters relating to infrastructure planning and examinations. The major sources of institutional receipts/funding are U.G.C. , RUSA, state government and prescribed Janbhagidari college development fee from students. Both Internal and external audits are carried out in the institution. Communication with higher authority, admission, examination, submission of marks, payment to employees and sellers are all done online and the college is rapidly moving towards e-governance. At students' level, leadership is groomed by conducting election and forming Students Union Council as per direction of the government. Students are also taught to develop leadership quality during the manifold activities conducted by Swami Vivekanand Career Counselling Cell, N.S.S., N.C.C. and during the Youth Festival held in the college. The Institution takes students feedback in course of teaching learning process and during various extracurricular activities. The feedback is used to decide time-table, allocation of units to individual teachers, scheduling extra-curricular activities and in determining fee structure of self-financing course. All the required information are displayed in College website that is updated from time to

time.

Institutional Values and Best Practices

The Institute fosters values of discipline, punctuality, environment consciousness, democratic spirit, scientific temper, communal harmony, social service and bravery. All these are achieved by the different units set up in the college. A love for art and culture is encouraged by Annual Youth Festival. Gender equity and sensitivity with women empowerment is also propagated by various activities. Plantation work is carried on by N.S.S. and N.C.C. cadets . A playground and Saraswati Udhyan are glorious assets of the college. The innovations done include setting up the Semester Cell , Hindi Language lab, Students Trekking Cell, , On-line admission process, mass Surya Namaskar (Salutation to Sun) and the installation of SOUL software in library . Best practices of the institution include- study tour of students, teaching practice by meritorious students, activities of N.C.C.(routine training and camp and its special activities on Republic Day parade and Independence Day parade); N.S.S. camp and plantation; provision of internship, career counseling, career fair and placement services ; blood donation camp ; celebration of important days ; celebration of birth days of great men; and on-line services, celebration of Youth Festival with lots of literary and cultural activities, sports events, reading room facility, RO drinking water facility ; provision for scholarships, performing election duties by staff and conducting examinations of other university such as IGNOU. We also conduct the examination organised by MPPSC and VYAPAM.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. SHRIMANT MADHAVRAO SCINDIA P.G. COLLEGE SHIVPURI (M.P.)
Address	T.V.Tower Road, Near Physical College,Shivpuri
City	SHIVPURI
State	Madhya Pradesh
Pin	473551
Website	www.mphighereducation.nic.in/0501, https://govtpgcollegeshivpuri.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Mahendra Kumar Jatav	07492-223481	9425429428	07492-221781	leadcollegeshivpuri @yahoo.com
IQAC / CIQA coordinator	U.c. Gupta	07492-	9425488843	07492-	umesh1758@gmail .com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-01-1960

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Madhya Pradesh	Jiwaji University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	01-07-1967	View Document
12B of UGC	01-07-1967	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

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Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	T.V.Tower Road, Near Physical College,Shivpuri	Urban	10.1525	3810.525

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	Intermediate	English,Hindi	468	309
UG	BA,Arts	36	Intermediate	English,Hindi	787	787
UG	BSc,Science	36	Intermediate	English,Hindi	202	135
UG	BSc,Science	36	Intermediate	English,Hindi	253	222
PG	MSc,Physics	24	BSc Maths BSc Physics Honours	English	25	25
PG	MSc,Chemistry	24	BSc General BSc Chemistry Honours	English	23	23
PG	MSc,Zoology	24	BSc Biology BSc Zoology Honours	English	51	26
PG	MSc,Botany	24	BSc Biology BSc Botany Honours	English	51	21
PG	MCom,Commerce	24	BCom General	English,Hindi	114	114
PG	MA,Hindi	24	Graduation	Hindi	51	51
PG	MA,English	24	Graduation	English	46	46

PG	MA,Sanskrit	24	Graduation	Sanskrit	46	46
PG	MA,Political Science	24	Graduation	English,Hindi	46	46
PG	MA,Sociology	24	Graduation	English,Hindi	51	51
PG	MA,Economics	24	Graduation	English,Hindi	46	46
PG	MA,History	24	Graduation	English,Hindi	46	46
PG	MA,Geography	24	Graduation	English,Hindi	51	51
Doctoral (Ph.D)	PhD or DPhil,Hindi	48	MA Hindi	Hindi	4	0
Doctoral (Ph.D)	PhD or DPhil,Political Science	48	MA Political Science	English,Hindi	6	0
Doctoral (Ph.D)	PhD or DPhil,Economics	48	MA Economics	English,Hindi	8	0

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				5				6				37
Recruited	3	0	0	3	4	2	0	6	18	8	0	26
Yet to Recruit				2				0				11
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				28
Recruited	17	7	0	24
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				25
Recruited	14	1	0	15
Yet to Recruit				10
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	3	0	0	4	2	0	6	2	0	17
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	10	6	0	16
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	10	0	11
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	1	12	0	13

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2273	0	0	0	2273
	Female	1296	0	0	0	1296
	Others	0	0	0	0	0
PG	Male	483	0	0	0	483
	Female	468	0	0	0	468
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	949	836	742	708
	Female	440	413	341	332
	Others	0	0	0	0
ST	Male	89	94	75	67
	Female	37	31	27	27
	Others	0	0	0	0
OBC	Male	1131	889	784	775
	Female	673	641	555	491
	Others	0	0	0	0
General	Male	587	510	517	532
	Female	614	567	549	599
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		4520	3981	3590	3531

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
282	313	336	332	304

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	22	22	22	22

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4522	3968	3756	3520	3500

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1169	1167	1087	1061	1061

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File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1342	1179	903	744	730

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
37	36	21	22	26

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
47	47	47	47	47

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 30

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
33.09	115.54	127.34	103.21	135.48

4.3

Number of Computers

Response: 39

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Curricular aspects of the college are governed by guidelines of the Department of Higher Education and Jiwaji University, Gwalior. In implementing the curriculum, the vision and mission of the institution are kept in mind. IQAC in its various meetings deliberates on ensuring proper teaching and learning process and continuous evaluation and it is communicated to the teachers and students. Efforts are always there to maintain transparency, uniformity, and academic standards in curriculum. Our institution runs three types of programs U.G. , P.G. and PhD. The curriculum of U.G. courses are determined by the Department of Higher Education Madhya Pradesh. For this purpose, a standing committee is appointed by the Higher Education. The syllabus of P.G. courses are decided by Jiwaji university Gwalior and the concerning subject department of the university. Choices of paper are available in every subject. Meeting is held in every department to discuss about the discrimination of course to be taught.

Every department prepares teaching plan allotting topics to be taught. Teachers maintain daily attendance records of students and their teaching diary which are supervised by the Head of Department and checked by the Principal. Classroom teaching is supplemented by career counseling, personality development activities, group discussions, seminars and workshops. The college has well-equipped laboratories and classrooms. The college infrastructures and facilities are constantly upgraded. College library has a good stock of books and journals and has computers, internet, printers and photocopy facilities. Swami Vivekananda Career Counseling Cell organizes career counseling at the time of admission such as "College Chalo Abhiyaan". Special lectures are conducted by all the departments for examination preparation.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Academic calendar is issued by the Department of Higher Education prior to commencement of the academic session. It specifies the dates for important activities to ensure proper teaching learning process and C.C.E. (continuous comprehensive evaluation) and it is displayed in the college notice board and website. Time table committee prepares time table to suit the students and teachers. Semester Cell has been

set up for deciding on C.C.E. (continuous comprehensive evaluation) tests, internships and practical and timely online submission of their marks. Our institution conduct continuous comprehensive evaluation (C.C.E.) every year in the beginning of the session as per the guidelines and instructions of Department of Higher Education issues an academic calendar every year. Every govt. college of M.P. is bound to follow the academic calender of Department of Higher Education . Our institution follows the exam time-table of Jiwaji University, Gwalior for all the semester and annual examinations. In session 2020-21 mostly all the classes were conducted in online mode as per previous year time table (2019-20).

File Description	Document
Upload Additional information	[View Document](#)
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1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

    1.**Academic council/BoS of Affiliating university**
    2.**Setting of question papers for UG/PG programs**
    3.**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
    4.**Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)
Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 0

1.2.1.1 **Number of Programmes in which CBCS / Elective course system implemented.**

File Description	Document
Institutional data in prescribed format	[View Document](#)

    17-08-2022 03:42:14

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

To safeguard and promote gender equity there are women grievances and redressal cell, girls unit N.C.C. Girls also actively participate in N.S.S. units activity.

Students and teachers are committed to environment protection and green campus development. They do plantation work every year to inculcate love for the environment among the students. Swachhatta Abhiyan is carried on with rally, posters and by organizing different kind of competitions . U.G. students study

about envirnoment in their foundation courses.

Human values and professional ethics are a part of the teaching learning curriculum. Foundation course at U.G. level contains enough material on this. The language papers in foundation course contain syllabus based on moral education. National anthem and Madhya Pradesh state song are sung on special ocassion and thoughts on personality development, human values, professional ethics and civic duties are presented. N.S.S. Red Cross and N.C.C. teach the values of social service, importance of blood donation and place of values in life.

Students are taught topics on human rights, women's rights, speech on Constitutional protection of rights of women, children and deprived sections of the society is also an important part of these activities. Birthdays of great men such as Mahatma Gandhi, Swami Vivekanand, C.V. Raman, Baba Saheb Ambedkar etc. are celebrated with speeches and various competitions. Vivekanand Jayanti is observed with mass Surya Namaskar and practice of Yoga.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)
Any additional information	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 5.49

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
13	13	30	16	15

File Description	Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 7.96

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 360

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: C. Any 2 of the above

File Description	Document
Any additional information (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: C. Feedback collected and analysed

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 73.48

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2045	1712	1618	1445	1376

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2357	2341	2173	2118	2122

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 97.23

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1169	1167	1087	989	986

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners
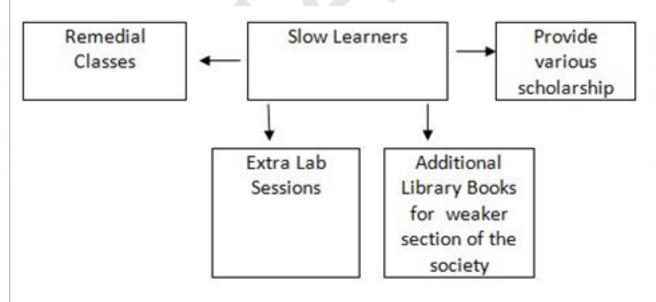
Response:

The college organizes orientation program for the students at the commencement of the program for the new batches every year . The program would help students get familiarized with the institution, curricular and Co-curricular activities. Both set of students (advanced and slow learners) get benefited as :

1.   High performing students are indentified on the basis of internal assessment, university examination and involvement in classroom.

2.   Advising them to participate in activities such as group discussions, quizzes to develop analytical and problem solving abilities in them to improve their presentation skills are   conducted by all the departments in the respective subjects .

3.   For slow learner the institute has a system to conduct remedial coaching classes before the commencement of the final examination. They are also provided various kind of scholarship to encourage them. Those subjects which have Lab work in their curriculum , slow learners are provide extra Lab hours. Among with all these the Library provides extra text Book and stationary for the students of weaker section of the society , as most of them belong to rural and backward background.

```
                 Remedial          ◄──  Slow Learners  ──►   Provide
                 Classes                                     various
                                                             scholarship
                                          │         │
                                          ▼         ▼
                                   Extra Lab       Additional
                                   Sessions        Library Books
                                                   for  weaker
                                                   section of the
                                                   society
```

Process to bring improvement in slow learners .

4. The active participation of advances learners as coordinators helps the overall class to evolve unitely in all kind of transformation related to academics and extra curricular activites.

5. Medhavi Scholarship are provided to advanced learner every year.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 122.22

File Description	Document
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Experiential learning – Our institute organize field trip as a part of experimental learning. This method of learning is simply defined as "hands on" learning and may involve learning by doing. In participative learning we encourage motivate and guide our students. As whatever they have capacities once you should try to participate in various, activities organize by our NSS and NCC wings from Green Zone to clean India, so that they can understand their responsibility toward nature.

Class room discussions, debates, group activity and presentations by students ensure participative learning. Extension activities, internships and trainings ensure experiential learning for students.

For problem solving methodologies in our institute and departments students are encouraged to ask questions in classes as well as outside the class. Also teachers- students' interaction is quite frequent in our college. Lab activities are conducted timely according to course wise time table, so that student understood the concepts well. In classes interaction among students and teacher- student interaction is always appreciated. Numerical are solved based on theoretical concepts to increase the understanding of students. Remedial classes are also provided for slow learners, so that they can match the pace of fast learners.

Library and ICT facility with one computer labs and one language lab are a great support to the students in teaching and learning. Multi-media based teaching and learning is extensively used in the classrooms.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

In the modern innovative education system ICT play a significant Role in terms of content delivery, effective presentation as well as to understand the different aspect of teaching learning process.

Basically the term ICT stand for information and communication technology and in education system it is the mode that use information and communications technology to support, enhance and optimize the delivery of information worldwide.

Various researches has shown that ICT can lead to an improved student learning and better teaching methods undoubtedly, ICT has impacted on the quality and quantity of teaching, learning and research in education institutions .

In research ICT provides opportunities for teacher to communicate with one another through email, mailing list, chat rooms and so on. It helps to relate college experiences to work practices and to create economic viability for tomorrow's generation, so we have to inquire the utilization of technology in teacher education institution for 21st century classrooms.

In such a rapidly changing context during Covid pandemic it emerges as efficient and essential tool in education system. It empowered and prepared to meet the challenges and new expectations effectively is a crucial concern in policy making of teacher education and professional development of teachers in India. In our Govt. S.M.S. P.G. College, Shivpuri have 7 ICT enabled classrooms with computer lab and 16 teachers effectively utilized these resources for the better teaching learning processes. All classes are conducted in online mode during these Covid pandemic. Virtual classes are conducted for all subjects via. the help of Department of higher education (M.P.).

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 122.22

2.3.3.1 Number of mentors

Response: 37

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 60.43

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 11.18

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 8.68

2.4.3.1 **Total experience of full-time teachers**

Response: 321

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

One of the most important aspect of teaching and learning is the assessment of students performance, To fall fill this aspect, Our institute organize transparent and fair internal assessment twice in the year. After the completion of 50% syllabus we organize first assessment in the months of November to inculcate the writing skills in our students and to express their views efficiently and effectively.

Beside this we did another form of assessment such as home assignments for the interpretation of students skill logically with in allotted time frame. So we emphasis basically on the overall development of students .

The college has undertaken the following reforms:-

 1. A semester cell has been set up to supervise the C.C.E., Internship and practical tests and online submission of their marks.

2. Field trips are a novel method to judge students and increase their judgment.

3. Assessments are done in such a way that they test not only the knowledge of the students but also of their creativity and thinking out of box ability.

4. If a student misses the tests due to ill health or due to participation in some extra-curricular activities, he is permitted to appear the tests on some other date.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

Students are intimated about the dates of internal assessment much before the tests. In fact the probable dates are already announced in the academic calendar that is issued by the department of Higher Education before the commencement of the admission. The counseling session carried out at the time of admission acquaints the students well in advance about the nature of internal tests and their schedule. Guidelines for teachers and students for internal assessments are prepared as per the University guidelines and are made available to all faculties. Students are shown the evaluated copies of the tests to know their mistakes and this ensures transparency. The award lists of tests are displayed on the notice board. If there is any tabulation related error in the assessment, corrections are promptly done. The external exams are conducted by Jiwaji university Gwalior according to examination norms. Time table of examination are displayed on university website. In Science faculties external examiner for practical exam are appointed by Jiwaji University Gwalior.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Mechanisms of communication of Course Outcomes include resolutions in the IQAC, Departmental meetings and Semester Cell proceedings. This is intimated to the students in the class rooms and during various activities. This is also displayed in the notice board and website. Swami Vivekanand Career Counselling Cell organizes counseling programmes for students where the scope and career opportunities of different programs are conveyed to the students. The learning objectives and expected outcomes of each course are articulated properly to the students before commencement of the session. Participation in multiple activities helps students to acquire leadership quality, independent and creative thinking and an analytical mind. Course outcomes are declared by the university and mark sheets are dispatched to the college. The teachers and students including the different cells work unitedly to achieve outcomes. Students are pointed out their shortcomings so that they make improvements.

File Description	Document
Upload any additional information	[View Document](#)
Past link for Additional information	[View Document](#)

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution. Faculties are actively involved in defining program outcomes and program specific outcomes of all programs in the institution.

Regular attendance, record of students and display of names of emeritus students in the university merit list on boards encourage the students and make them outcome oriented. The slow learners and advanced learners are identified and accordingly outcome attainment target is fixed. Organizing C.C.E. etc. are a part of the process. Career counseling Cell organizes career oriented lectures and personality development programs where lectures about famous personality were delivered like Pandit Jawarlal Nehru . Bright students and students winning competitions are rewarded. Efficacy of teaching learning system is reflected in the performance of students in the examination. Every year, examination results display brilliant performance of students who occupy positions in the merit list in the university. Names of such students are prominently displayed on a board on the wall. Teachers maintain their daily Diary where class teaching record are maintained.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 91.62

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1342	1066	811	661	650

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1342	1179	903	744	730

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.19

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of endowments / projects with details of grants	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 **Number of teachers recognized as research guides**

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programes

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	15	15

File Description	Document
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

Several measures have been taken by the college for enhancing the capabilities of students in the premises. Apart from the government aided schemes and initiatives, college campus always try to focus on the over all development of the students. It also caters to invoke the sense of responsibilities among students for their surroundings as well. In this regard, there is an Eco-club founded by the Zoology Department of the college to

enchance envirnomental knowledge among students .

Besides it there is a E-library in the college for the students. Students can explore any subject of their own interest while reading in library. To improve the communication skills of the students there is an English Association in our English Department. It's aim is to make students dexterous in the English Grammar and language. With the help of various activities students would be able to improve their confidence and not be afraid while using English as a foreign language.

The Institution has set up a Research Development Committee which motivates students and teachers for research activities. Oue college is recognized research center for Ph.D by jiwaji University Gwalior in Political Science, Economics and Hindi . Workshops and seminars are organized,by inviting distinguished scholars for sharing of knowledge. Teachers and students prepare seminar papers and transfer of knowledge takes place. Career Counseling Cell and Personality Development Cell also organize lectures and counseling sessions, workshops and career fairs, short term training programmes for creation and transfer of knowledge. Experts from outside are invited to deliver lectures and training to students. Our college has its own multidisciplinary bilingual research journal with ISSN No. 2454-6046. Faculties and students are encouraged to publish their research work. For those students who are not able to do regular studies for them our institute has opened IGNOU study centre in our college premises from session 2018-19.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 2

3.2.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)
Any additional information	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

3.3.1.2 **Number of teachers recognized as guides during the last five years**

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
Any additional information	[View Document](#)
URL to the research page on HEI website	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.11

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0

3.3.3.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The faculty members perform extension activities by acting as judges in different competition organized by other institutions.

The institution has NCC, NSS, Red Cross, Swami Vivekananda career counseling and students tracking cell for over all development of students. These units perform numerous activities such as camps and rally for social, environmental, gender issues, placement activities and civil duties. Prominent extension

activities which includes Voter awareness before election through different activities such as Essay Competition, slogan writing, Debate Competition, Swach Bharat Abhiyan is also done by the students under the leadership of NSS unit. Blood Donation Camp is prominent activity by NSS and NCC. On world AIDS day different program is organized by NSS to make people aware. Plantation work is done by students and teachers at different places in college campus. Students are also encouraged for saving energy and hence debate competition was organised for motivating students to use solar power. To make students a good citizen they are always aware about traffic rules through various programme. Nature play a prominent role in nurturing us , so our students have taken pledge to conserve and save river and local water bodies.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
00	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 17

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	5	1	3	1

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 6.12

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
391	283	5	416	100

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)
Any additional information	[View Document](#)

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

3.5.1.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 0

3.5.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

17-08-2022 03:42:15

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

The institution is spread over vast area of about 10 acres. It is worth to mention here about the important physical infrastructure such as the campus consists of administrative office, well-developed library, play/sports ground, well-equipped gym, girls common room, examination cell, career counseling cell, conference hall, IQAC cell, 3 NCC offices, NSS office, bi-cycle stand, audio-visual room, computer laboratory with about 21 computers in good working condition, Saraswati Udhyan, laboratories of various departments as Physics, Zoology, Botany, Chemistry and Geography. There are about 28 well-furnished classrooms and some of them having projector facility also to improve the teaching-learning process more prolonged and interactive. There are total 13 PG departments with separate rooms. In the library, there are about 85726 books with subscription to a large number of magazines and newspapers available with newspaper stand to improve the reading habits, knowledge and awareness among students. There is also e-library facility to overcome the limitation, expanding student's horizons in learning. The e- library have 20 computers with internet facilities to improve computer skill and knowledge to the students. Most of the departments are having departmental libraries for the Post Graduate students. Computer laboratory is available with internet facility for providing digital service to students for effective learning. In nutshell, the institution is having appropriate facilities as already mentioned for effective and interactive teaching-learning process.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

The Department of sports is actively working in the college since 1964. The department conducts various sports activities in the college and also takes the players to participate in different tournaments conducted by other Colleges and Universities. The sports in which students participate regularly are athletics, football, volleyball, cricket, Table Tennis, Yoga, Judo, Wrestling, Kabaddi, Kho-Kho, Badminton, Chess, and Power lifting and so on.

Below mentioned facilities are there in the college with the required information :

S.No.	Name of Particular	Year of Establishment	Size/Specification
1	Basketball court	2001	28 m Length x 15 m Width

| 2. | Play/Sports Ground | 1964 | 25183.00 Sqm |
| 3. | Gym area | 2009 | Separate building near sports/play ground |

Further, there is well maintained health gym in the college with various gym machines namely butterfly, chinning bar, low pulley, high lat pulley, wrist conditioner, multi hip, piston triceps, back hyper- extension, chest press, leg curl/leg extension inner thigh, arm curl, bench press, multi station gym (6 station), weight lifting table, weight plates, and dumbbells.

The adequacy of facilities for cultural activities :-

The Govt. S.M.S. P.G. College has been conducting various cultural activities accordingly. For the condition of such activities the campus has vast outdoor campus and one indoor hall based on the same of Swami Vivekanand. It has the capacity of more than 300 students with adequate facilities for the staff. Each year youth festival activities one conducted here. A part from it various other things like off line seminars and conferences and other student aided activities are also being conducted by the related faculty.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 26.67

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 8

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 0

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Library has recently updated to the latest version of SOUL software in order to bring efficiency in its day to day operations. Presently, the library is partially automated, wherein the issue and return of books to a large extent is carried out through the software. However, the work to fully automate the library operations is in progress and it expected that by the end of the following academic session most of the library operations would be fully automated.

- Name of ILMS software: **Software for University Libraries (SOUL)**
- Nature of automation (fully or partially): **Partially**
- Version: **SOUL 2.0**
- Year of Automation: **2019**

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 8.75

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
10.79	6.13	9.65	5.6	11.58

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	
Any additional information	

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 0.77

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 35

File Description	Document
Details of library usage by teachers and students	
Any additional information	

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Institution updates its IT facilities and Wi-Fi on need basis. Up gradation is carried out from time to time depending on changes in the syllabus, introduction of new technology and technology getting obsolete. Updation of I.T. facilities is a continuous process. The institution has a good number of computers, scanners, printers and photocopiers with internet facilities. Few of the computers are in LAN with internet bandwidth speed of 10 Mbps. College has 76 computers. A website updating committee is there which takes care of uploading important notices and information concerning academics, examinations, assignments and other information relating to the college.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 115.95

File Description	Document
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 12.45

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
9.14	26.03	14.64	0.29	0.42

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The maintenance and upkeep of college is carried out by internal staff and P.W.D. whenever major maintenance is required with prior permission of the government and Janbhagidari Samiti then such types of works are completed. College maintains the infrastructure and equipment through UGC grant and government fund. Technical staff and fourth class employee have been appointed by Janbhagidari Samiti on temporary basis for utilizing and maintaining the support facilities like library, laboratories, sports, Computer labs, and classrooms. Fees collection from the students at the time of admission is done through SBI Kisok. The Head of the institution invites the requirements from the head of the departments for the maintenance of physical, academic and sports facilities. On the basis of their requirement, demand is forwarded to the purchase committee of the institution. The committee takes action by following the M.P. govt. purchasing rules and regulation. The institute has well furnished and equipped Chemistry, Botany, Zoology, Physics and Geography labs. According to the time table, students perform their practical work in these labs. Teaching faculties and lab technician are always present during the practical time to help students. The institute has a very big central library for UG students. The library has more than 85 thousand books. Books are issued to the students for two weeks. The institute have separate Departmental library in each PG departments. According to the Government policy for SC, ST student's books are distributed among them free of cost. The institute strictly follows the M.P. Higher Education sports calendar. Various sports activities and games are conducted by the sports officer. Students participated in various competition and win trophies for the institute .The institute has well equipped Computer Lab and a E-Library where students and staff spend their time to enhance their computer and subject Knowledge.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 72.48

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
3745	3058	2776	2419	2096

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document]

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	<u>View Document</u>

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: C. 2 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<u>View Document</u>
Any additional information	<u>View Document</u>
Link to Institutional website	<u>View Document</u>

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 9.64

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	104	615	550	475

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<u>View Document</u>
Any additional information	<u>View Document</u>

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances

including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: D. 1 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.01

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Upload any additional information	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 162

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 2174

File Description	Document
Details of student progression to higher education (Data Template)	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 40

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	0	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	0	0	0

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 13

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	6	7	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)
Any additional information	[View Document](#)

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

According to the instructions received by the Department of Higher Education Madhya Pradesh, the participation of students in academic, administrative, sports, cultural and student union elections is ensured in the government educational institution. In the past years, students have played an important role in the above works. For example, in the election of the student council, there was representation of all sections for the posts of student president, vice president, secretary, joint secretary etc.

Students have participated in all activities related with sports, cultural activities and in conduction of annual function. The representation of students has now been determined in the IQAC Cell as well.

Student equally involved in public awareness programme like voter awareness, pulse polio programme etc.

Swami Vivekananda Career Guidance Cell has been set up at the college level for the all round development of the students. In which the Career Counseling Cell is constituted for employment, self-employment to students. Apart from this, workshops, seminars, Career Fair, NSS Camp, NCC Camp are provided for the students. Two students of our college have participated and represented (MP & CG) Directorate in RDC parade New Delhi.In order to maintain discipline and security, Anti Ragging Cell and Women Grievance Redressel Committee is established in the college. Students are regularly participating in various sport activities from time to time at various levels. Many students represent college at various level in sports like yoga, judo. Every year two students of sports are nominated for sports committee membership.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3.8

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	9	2	8	0

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

There is no registered Alumni Association in our college till session 2019-20. But our institute has taken steps to get a registered Alumni Association and therefore in session 2020-21, the registration process is completed. Before session 2019-20 our college has a network of passed out students. Alumni of the college present during various activities such as admission, cultural activities, sports activity. They contribute to the development of the college by extending their valuable suggestions and feedback. During the last NAAC Peer Team visit to the college in 2006, alumni had assembled and had interaction with esteemed Peer team members. In this session 2020-21 some members of the Alumni donated Text-Books to the college library for helping students. Frequent meeting are conducted by them.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Link for any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Government Shrimant MadhavRao Scindia Post Graduation College Shivpuri (M.P.) starting its journey in the field of art science commerce and literature with a definite vision and mission.

Vision:

The vision of the institution is to create best human resources who could effectively contribute to nation building, meeting the challenges of time and leading the society. Our Motto is to develop intelligence and spirit of fraternity and intelligence among the students.

Mission:

It is our responsibility to provide quality education to the students and the society. Our college is committed to provide excellent environment for teaching learning, career planning, research and innovation. It is our duty to create bright minds for the world. We are determined to bring out the best for the future society and increase social responsibility among students towards deprived communities.

To achieve the mission and vision of the institute, the students are prepared for various competitive examinations. The efforts are made for successfully entering into every walk of life and to inculcate academic temperament in the students and to create depth in understanding of the subjects. The main goal of our mission is not only in providing upto date knowledge to the future generation but also excellence in extra curricular activities and in sports. For that the college regularly organized various extra curricular

activities and students are motivated to participate in such activities. To meet the challenges of life and understanding, the students are regularly involve in community services.

Keeping in view the needs of these students, the perspective plan is to enhance quality education through curricular and extra-curricular activities. The plans of the institution are framed keeping in view the vision and mission of the institution. The Principal frames different committees ensuring participation of teachers to fulfil the vision and mission. He maintains regular and active interaction, formal and informal, with all stake holders. All the teachers of the college extend their whole hearted participation in decision making as well as in execution. Senior teachers are members of IQAC, N.S.S. committee, career counseling activities, admission committee and cultural activities. IQAC is an important decision making body and is represented by the Principal as its Chairperson, senior teachers, students, an entrepreneur, alumni, community member and administrative staff. Heads of Departments monitor the activities of their respective departments. Committees are formed by the Principal for smooth functioning and for fulfilling the objectives There is also the Janbhagidari Samiti. It is a body of local citizens headed by a Chairman (nominated by the state government) and the Principal of the college is its Secretary, apart from many other members who comprise of alumni, parents, students, academicians and local administrative staff etc.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

The college is a government institution, the Principal is the administrative and academic head of the institution on behalf of the government. The principal is also responsible for implementation of government policies. The principle actively provides motivation and inspiration to the faculty members and office staff for effective administration of the college.

Decentralization of administration and ensures to have free and independent thinking among faculty. Principal along with faculty members decide about the calendar of events, subject distribution, course plans, lesson plans schedules, extra curricular activities. The institution practices decentralization and participatory Management in keeping with its belief in collective leadership and democratic radiations. A particular reflection of this practice may be seen in the extensive delegation of authority to the heads of the various departments in the college.

HODs are accountable for the smooth functioning and completion of syllabus, internal assessment, University examinations and all other regular academic activities. Head of the department oversees the teaching plans of his/her departmental members. He/She empowered to make adjustments in the routine, add to a lot teaching assignments and evaluations duties. He/she enjoyed the privilege of convening departmental meetings where the programmes for the entire term are decided. He/she decides on the nature, pattern and duration of special and remedial classes for the students of his/her department.

The college believes to develop leadership by delegation of power to different committee at the very beginning of session. 55 committee are constituted by the head of the institution, dealing with the different aspect of the college. Each committee has convener with some members, they are free to form their policies according to the government norms. The participation of the faculty members in the form of container and member and head of the departments in decision-making process is bound to develop role of leadership in them. Our college has a Janbhagidhari Samiti whose Chairman is nominated by Govt. of Madhya Pradesh, at present District collector is the Chairman and College Principal is its Secretary. Academicians, Alumni, Students and Parents can be its committee member.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college being a government institution strictly follows the policies laid down by department of higher education M.P. The principal is the head of the institution make every effort to implement all the policies decided by the government. He coordinate all the faculty members for effective and proper implementation of the policies. Problems and

challenges which comes in compliance of the police are conveyed to higher authorities.

The major goal of the institution is to achieve centre for excellence, which is possible only through having stringent quality policy. Institution mission and vision statements are properly posted on the website and discussed in governing council meeting, principal meeting & staff meeting. Recently IQAC is constituted with a management quality, the institution has a holistic approach & involves all the stake holders.

The college being under the Department of Higher Education, Madhya Pradesh Government, most of the plans and policy matters are decided by higher authority and by the affiliating university that is Jiwaji University, Gwalior. Academic Calendar, calendar for career counseling activities and trainings, N.S.S. activities, examination schedules, C.C.E. and Practical examinations schedules are decided by the Department of Higher Education and by Jiwaji University, Gwalior. These are followed and implemented by college administration. Yet, the institution enjoys some freedom to utilization of the budgets for different purposes as per norms of the state government. Time table committee plans the time table considering the convenience of the students, teachers, availability of rooms etc.

Plans are made in RUSA for utilizing the budgets under different heads and also in utilization of grants from the World Bank fund. One perfect example of plans and their deployment is relating to the activities of the Career Counseling Cell. Academic Calendar issued by the government lays down plans for career

related activities. This is executed every year as per schedule. Students are provided counseling at the time of admission, career counseling lectures, personality development lectures and counseling before the university examinations. Career Fair and placement activity are held every year. In Janbhagidari Samiti also, plans are made for development of infrastructure and academic work. The Administrative Building, the Conference Room, the Language Lab, the new Computer lab, E- Library Lab, the RO drinking water for all.

File Description	Document
Upload any additional information	[View Document](#)
strategic Plan and deployment documents on the website	[View Document](#)
Paste link for additional information	[View Document](#)

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The Principal forms various committees at the beginning of the session and decentralizes responsibility and accountability. Each committee has a coordinator and some members who work under the overall supervision of the principal. Every department has a Head who is generally the senior most Professor of the concerned department. He monitors the academic activities and discipline related to his department. Different units in the college such as N.C.C., N.S.S., Career Counselling Cell, Sports Department, Red Cross, Students Trekking, Youth Festival Cell, Grievances Redressal Cell, Women Equity Cell, RUSA, World Bank activities Cell, NAAC related activities and U.G.C. have In Charge or Coordinators who work on behalf of the Principal and are accountable to him. IQAC (Internal Quality Assurance Cell) and Janbhagidari Samiti are two important set ups in the institution for policy decisions. IQAC is an important decision making body and is represented by the Principal as its Chairperson, senior teachers, students, an entrepreneur, alumni, community member and administrative staff. Decisions are taken in its meeting and are executed by different units. People's participation in management is ensured in the functioning of the Janbhagidari Samiti. As the name suggests,it is a body of local citizens headed by a Chairman (nominated by the state government) and the Principal of the college is its Secretary, apart from many other members who comprise of alumni, students, parents, academicians etc. Nowadays District collector is the chairman of Janbhagidari Samiti because no one is nominated by State Government .This body has made significant contribution to the infrastructure and academic development of the college. Examination Coordinator is appointed by the Principal who looks into examination related activities such as formation of examination cells for different shifts and distribution of examination duties. Semester Cell In charge is accountable for holding C.C.E. examinations, Internship works, Practical and submission of marks online. Important committees and units in the organizational structure are formed by the Principal. The Institution ensures that grievances are promptly resolved by setting up a Grievances Redressal Cell and C.M.Helpline cell. There is also a Discipline Committee to maintain discipline in the campus. These bodies analyse the nature of grievances for promoting better stakeholder relationship. Recruitment to teaching and non-teaching posts is done by the state Higher Education Department. Guest faculties against vacant posts are invited as per procedure laid down by the department and it is done by the department through a transparent online

system. Temporary appointments to teach in self-financed courses and some non-teaching posts are done by Janbhagidari samiti as per rules of state government. Service rules and promotional policies are entirely the discretion of state higher education department though the department considers the recommendations of U.G.C. as per its capability.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Various welfare schemes are available for teaching and non-teaching staff provided by the department of higher education. These schemes are –

- General insurance cover for all employees' subscription to it is mandatory.
- Pension scheme, employees appointed after 2004 are covered under new pension scheme.
- Housing rent allowance.
- Grain loan facility.
- A staff Club is established to do the welfare of college staff.
- Income tax relief on home loan's principal amount & interest amount as per rules.
- GPF advance & GPF part-final.
- Gratuity and encashment of earned leave at the time of retirement.
- Maternity and paternity leave.

- Medical reimbursement facility.
- Medical and earned leave is allowed per year that is accumulated if not availed. Earned leaves are sectioned for working days during vacation.
- Faculty is encouraged to peruse Duty leave to attend studies and programmers under career advancement scheme such as orientation course, refresher course, faculty development course, Ph.D. research course and short term professional development training program.
- The faculty members from different departments are motivated to attend the orientation and refresher courses regularly.
- The faculty members from different departments are also encouraged to engage in research activities, associating with professional bodies, presenting their research outcome in the conferences and seminars at national and international levels, participation in workshop and seminars
- To motivate faculty members and students in research related activities, college published its own multi disciplinary bilingual and biennial research journal regularly named as Shodh Srankla with ISSN no 2454-6046.
- NCC & NSS officers regularly attend various camps, training programmes and refreshers courses.
- Festival advance facility for non teaching staff.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 20.17

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
21	1	5	3	1

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

The Performance Appraisal System for teaching and non-teaching staff is as per the instructions of Department of Higher Education, Government of Madhya Pradesh. The Department of Higher Education has made it mandatory for teaching staff and all other IIIrd and IVth class employee to fill the Appraisal form as per U.G.C. rules, a kind of self-assessment Performa (also known as Confidential Report or CR)

duly signed by the employee and examined by IQAC. The teaching staff maintains records of teaching, examination/invigilation duties, work related to extra-curricular activities, research, publications, etc. for the purpose of calculation of API (Academic Performance Indicators) scores. Performance Appraisal is filled on the basis of various parameters such as teaching work, examination duties, participation in seminar/workshop/conference, organizing of various events at the college, performance in extra-curricular activities books, research paper/article publications, and so on. After submission of form by concerned employee, IQAC examines and finally Principal put his remarks. Afterwards, Form is sent to the office of Additional Regional Director and then to the Directorate office Bhopal. In academic session 2016-17, form filled in manual basis. During session 2017-18, the form is filled on online mode. Session 2018-19 onwards, again form filled in manual basis.

The API score plays a significant role in the promotion of the teaching staff. For non-teaching staff, performance appraisal system is as per rules laid down by the State Government. Appraisal system encourages accountability of the teaching and non-teaching staff towards their profession. Further, appraisal system also ensures that information on various activities is appropriately gathered and considered for better appraisal.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution has a mechanism for both internal and external financial audit. The faculties of the department of Commerce carry out the internal audit. External audit is done by the accountants of A.G.M.P. Government and Department of Higher Education, Government of Madhya Pradesh. The audit team directed by the government examines the expenses made from the funds generated through fees, amalgamated funds, UGC grants, contingency fund and grants received from state government under different heads. The income and expenditure of Janbhagidari Samiti are audited annually by a Chartered Accountant. The last external audit was done in year 2018 for the duration from February, 2008 to February, 2014 by A.G.M.P and few objections were raised of which answer submitted of pending disciplines number 1, 2, 3, 4, and 5 (letter no. 91 dated 10.07.2019). Departmental audit done by Higher Education in year 2000 for the duration from June, 1999 to August, 2000.

File Description	Document
Upload any additional information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The major sources of institutional receipts/funding are UGC, state government, RUSA (Rashtriya Uchchatar Shiksha Abhiyan), and prescribed Janbhagidari Samithi college development fee received from students. Major funding is released from the government as our institution comes under department of Higher Education, Government of Madhya Pradesh. Proposals for budget demand under different heads/sections were prepared and sent to the government. The institution receives amount mainly obtained from tuition fee received from students. It is notable that tuition fee of female students are waived by the government. However, the tuition fee is also waived for the male students of SC and ST category.

The institution has made provision for purchasing committee (consisting of senior experienced professors), IQAC, UGC Incharge, NCC Incharge, NSS Incharge, Professor Incharge of Sports, Professor Incharge of Library, Swami Vivekanand Career Counselling Cell Incharge, Red cross Incharge, various departmental heads and Janbhagidari Samiti to monitor effective and efficient use of available resources. Government Purchase and Store rules, relating to purchase are followed and transparency is maintained.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Institution has established IQAC recently. The constitution of IQAC made the system more organized and ensured quality in the college at every level. For effective functioning of IQAC, it has members from the teaching and non-teaching faculty with representation of entrepreneurs, administrative officer, students, alumni and community members, educationalist IQAC works for the quality assurance with adopting different strategies and processes. Students and alumni feedback is the major source for taking up reforms and up gradation of mechanisms in quality assurance. It discusses on issues relating to academic, teaching-learning, research work, extra-curricular activities, and development of infrastructure and also takes resolutions. Resolutions are implemented by different cells and units working together for the quality provisions. One of the vital functions of the cell is to prepare AQAR (Annual Quality Assurance Report) which is the report of overall quality improvement made in the institute on the basis of various parameters. It makes every effort throughout the year for documenting the activities going on in the institute organized by different units for quality assurance. Quality assurance is a dynamic process and the institution is putting it best efforts in documentation of various strategies and processes followed as per the guidelines. With the assistance of the RUSA, state funds, Janbhagidari funds efforts are made for the development of the infrastructure such as departmental laboratories, ICT facilities, different equipment's, teaching-learning materials, construction work and so on.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic travels through IQAC and concerned Departments set up as per norms. The role, responsibility and mechanism of quality assurance at every level by all the cells and committees are carefully structured and monitored. Teaching faculties are asked to assess the learning outcomes of their respective subjects taught in UG & PG classes. Different cells like semester cell, career counseling cell and departments of the institute provide assistance and their valuable contribution in this process.

For the improvement of teaching-learning process, various quality initiatives are taken as few of them mentioned below:

- ○ Organizing personality development and career oriented lectures/talks and activities.
- ○ Encouraging the use of ICT for teaching-learning process.
- ○ Creating awareness about different environmental issues and cleanliness habits.
- ○ Inculcating the spirit of patriotism and social service among students and also teaching them to respect our National symbols and cultural heritage.
- ○ Imparting the virtue of secularism and communal harmony.

Developing qualities of punctuality, discipline, respect with love for fellow human beings and scientific spirit through NCC & NSS.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Institution shows gender sensitivity in providing facilities such as :-

1. Safety and Security
2. Counseling
3. Girls Common Room

Safety and security :-

The institution is very much concerned about the safety and security of girl student and women staff in the campus. CCTV has been installed in many class rooms, balconies, and principal's room and at the entry and exit points in the campus. Women grievance redresal cell and prevention against sexual harassment committee have been setup to take up cases relating to women issues and any kind of harassment. Senior women teachers' are coordinator and member of this committee. Other male teacher always extends a helping hand in these matters. Apart from this, anti-ragging committee has also been constituted to avoid ragging The college has a zero tolerance policy against women harassment ,exploitation and ragging. Apart from this a box named 'beti ki peti' has also been set up in the institution under the MP Government initiative in which girl's student can put their problems for quick redresal. NCC

women's wing formed by 35 MP Battalion due to the efforts made by the institution.

Counseling :-

Students are provided counseling on gender equity and gender issues during the various activities organized by NSS, NCC and Swami Vivekanand Career Counseling Cell. Teachers are also there to take up individual cases and provided counseling on stress, career related issues , personal issues and to overcome COVID pandemic stress . Students are provided admission related counseling in choice of faculty and subjects by the professors under career counseling activity.

Girls common Room :-

There is a girls' common room with attached toilet facility in the institution for girl students & female staff in which they can sit comfortably and study during their free time. A sanitary pad machine is also installed in common room for girl student and female staff of the institution. A senior female faculty is in-charge of this machine.

File Description	Document
Link for annual gender sensitization action plan	[View Document](#)
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

- Solid waste management

Response:

The institute is very much concerned about cleanliness and environmental issues. Waste management is done in the institute regularly. Campus, including all rooms is cleaned regularly.

Temporary employees are provided by the Jan-bhagidari Samiti for this purpose. Dustbins are kept at many points in the campus. Collected waste is processed depending on the nature of waste. Regular solid waste is collected by Shivpuri Municipality every morning. Worn and torn furniture are kept in the stores and donate to the needy institutions, repairable furniture is repaired. Use of polythene and plastic bags is prohibited in the campus. The institution teaches the students and staff the policy of Reduce, Recycle and Reuse (3Rs). Being an educational institute most of the garbage here is in the form of scrap paper which is collected and sold in regular manner. We use scrap one sided paper in college departments and offices for printing purpose to decrease carbon foot print of our college.

File Description	Document
Any other relevant information	[View Document]
Link for Geotagged photographs of the facilities	[View Document]

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document]
Any other relevant information	[View Document]
Link for any other relevant information	[View Document]

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	[View Document]
Link for any other relevant information	[View Document]

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: D.1 of the above

File Description	Document
Link for any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

College has been conducting various cultural and educational activities which are helpful for the physical and mental development of the student and also helpful to make an inclusive environment. There are different types of activities like Debate, quiz, poetry, Drama, rangoli, painting etc conducted by the college. Youth festival are the cradles of the student artistic and cultural development. It is because of participating in these various cultural activities the student get to know and understand different culture and traditions of our country through which they forget their caste, regional and linguistic differences and a

sense of unity arises in them. This will certainly help the cultural growth of the country. as a whole youth festival give the opportunity to develop the quality of mutual respect, love, communal harmony and national integration .

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college has always strived to make its students devoted to the values of the nation and aware of their rights and duties. Under these efforts, such programs have been organized in the college from time to time; so that the students as a responsible citizen should be aware of their rights as provided in the constitution and can properly discharge their duties towards the society and the country. Many programs are organized every year by the college on National Constitution Day on 26 November. On this occasion, the teachers Informed the students about the importance of the Constitution of India. The teachers said that our constitution is the largest constitution in the world and it has been constructed after studying the constitution of the many countries Of the world. Basic duties were included in the constitution to make them Responsible for the duties. To increases the awareness towards the constitution among the students. In order to increase the will power of the students to perform their duty on the Constitution Day, they were also administered the oath of observance of the Constitution. The institution regularly celebrates Independence Day(15th August) and Republic Day(26th January) functions with flag hoisting and singing of National Anthem and madhaya pradesh gaan. The teaching and non-teaching staff, students, alumni and honourable Chairperson and members of Janbhagidari Samiti remain participate in the function..On 25th January of every year voter awareness day celebrated by the institute. Swami Vivekanand Career Counselling Cell celebrates the birth day of Swami Vivekanand on 12th January every year. Mass Suryanamaskar (Mass salutation to Sun) are done by Staff and students.

For the last few years, special emphasis is being given by the Government of India on the cleanliness program, under similar efforts, the NSS and NCC units of the college are also organizing similar sanitation programs every year. On 2nd October of every year in the memory of rastra pita cleanliness drive programme is organized by the student and faculty In these programs, students participate in cleanliness program every year in and around the college campus. Through these programs, students are aware of their constitutional duty of cleanliness. Environmental protection is also included as a basic duty in the Indian constitution. In order to perform its constitutional duties towards environmental protection, a plantation programs also organized every year by NSS in which students plant in and around the college campus.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	[View Document](#)
Code of ethics policy document	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The institution regularly celebrates Independence Day (15th August) and Republic Day (26th January) functions with flag hoisting and singing of National Anthem and madhya Pradesh Gaan. The teaching and non-teaching staff, students, alumni and honorable Chairperson and members of Janbhagidari Samiti remain participate in the function.

Gandhi Jayanty (2nd October) and his death anniversary (30th January) are celebrated in the college with competitions centering around his thoughts and philosophy. Students participate in various competitions and are awarded prizes. On the occasion of 150th birth anniversary of Mahatma Gandhi, a statue of Gandhi has been installed in the college.

Apart from this, different types of programs are organized every year on important National and International days in the college

The workshop was organized by the college's Eco Club on the occasion of World Environment Day on 5 June, in which students were made aware of the importance of environment conservation and encouraged to protect the environment by planting more dond more saplings. In addition, the workshop was also organized by the Eco Club on 16 September on Ozone Layer Conservation Day, highlighting the

importance of Ozone layer, speakers told how the ozone layer in the atmosphere eroded by the emission of greenhouse gases by humans. The speakers also gave information about related measures to prevent ozone layer degradation.

A workshop was organized by NSS on World AIDS Day on 1 December to make college students aware, in which the professors said that the purpose of celebrating this day is to raise awareness of HIV infection. N.C.C. Day and N.S.S. Day are also celebrated. International Women's Day (8th March) is celebrated with great enthusiasm.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	<u>View Document</u>

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

BEST PRACTICE

(A) **Student Support Program**

1. **Objectives:**

An academic support program that provides opportunities for academic development, assists students with basic college requirements, and serves to motivate and help students towards the successful completion of their higher education.

2. **The context:**

The Student Support Program aims to provide academic assistance and encouragement to academically disadvantaged populations. The purpose of this program is to ensure that every student could achieve their goal of completion of their degree courses UG & PG.

3. **The practice:**

Student support and services contribute in improving the quality of their learning experience and their academic success. Studies show that the most important factors in education quality assurance are: quality of teaching / learning related service systems and best support for students. Therefore, the importance of support activities for the students is obvious but also helps the management of services

with difficulties streaming out of the increasing number of students and their needs.

4. **Evidence of Success:**

Student Support Programs at most colleges encourage students to get involved and integrated into campus life. The program provides students with a variety of educational services and places an emphasis on academic success. All Programs are designed to give students the academic skills and confidence that are necessary for success in college. The program is committed to helping students learn subject matter through activities such as Career counseling, NCC, NSS, Student counselors, Sports activity, social activity, Constitution Day supplemental, Youth, Voter Awareness Programs Festivals, instruction, course instruction, computer-assisted instructional laboratories, and study groups. Due to the pandemic in last session i.e. 2020-21, maximum classes were organized online. For this purpose necessary social media groups were created and the links for classes were provided in these groups. Live lectures were conducted for students. Mostly academic issues of students were sort through digital platform during that year. Examination was conducted in open book format. Question papers were provided on the website of the university. Students submitted their answer books in the college as per time table provided by the university. In this exercise Covid Norms were followed strictly.

Vaccination camps were organized by NSS on Campus. The students were motivated by NCC /NSS through get vaccinated and to follow Covid Protocol.

- **Career Counseling:** Attending career counseling workshops at our college is the perfect way to explore your motivations and assets, the skills you could offer a business, and careers you would be a good match for. Career counseling is especially useful if you aren't quite sure which direction to head in. It will help you discover new options and decide on a pathway. Your university careers center can also help you when applying for jobs, searching for internships or contacting alumni in your sector. Vivekananda Career Counseling is working for the betterment of the students in our college.
- **Student Counselors:** Everyone feels overwhelmed by university at least once during their studies and there's absolutely no reason to face this feeling alone. Student counselors can help you cope with any aspect of student life, whether you're concerned about exams, finances, health issues, homesickness or anything else.
- **Sports Activity:** Our College has a running ground, Basketball court, Table Tennis and separate gym room on the campus. Sports activities are organized by the college every year frequently as per sports calendar provided by Higher education department, Govt. of (M.P.). It increases the mental and physical ability of students and inculcates the spirit of competition which is the helpful for their personality development. Due to pandemic, last two sessions has suffered, but as normalcy returns the college will organize such sports activates.
- **Problems Encountered:**
- **Lack of College Preparation** - The majority of students who have been referred to comprehensive studies and/or seeking tutorial services with SSP have not taken college preparatory classes to prepare them self for the academic standards they must achieve. Students who were displaced from their jobs, many of whom did not complete higher education, are woefully under-prepared academically. Tutoring and supplemental instruction is essential for them to be successful. Remedial classes are being organized regularly in the college to improve the quality of students.
- **Lack of Study Skills**- Academic placement test results, faculty, and counselor observations indicate that students lack sufficient skills to be successful. Thus, the need for study-skills

workshops that include: how to study, improving time management skills, goal setting, note-taking and improving test-taking skills. English Association which is working, from last session i.e., 2020-21 is working to improve all necessary skills which are important for a successful college student.

- **Need to Improve Analytical Skills**- Based on a survey given to math instructors, the major weaknesses of students is the inability to analyze problems and work through to a solution. Supplemental instruction is needed to teach students how to work through problems and be able to articulate how they arrived at the answer. The Remedial Classes and English Association both are working to improve the abilities of students to analyze problems. English Association this work through organizing many competition like quiz, eassy, debate, speech..Etc. The Remedial Classes is working to strengthen syllabus based subject knowledge.

- **Low Motivational Level -** Due to a lack of exposure, many students fail to see the need for putting forth maximum effort to achieve goals that do not provide immediate rewards. Counseling, tutoring and mentoring are needed. Personal Problems The major reason students leave college is their inability to balance their personal issues with the demands of college. This problem is compounded by the fact that these students often lack life-coping and attitude adjustment skills. Counseling and mentoring are needed. Vivekananda Career Counseling Cell of the college is providing necessary counseling to all the students.

(B) Improving Teaching and Learning Process

1. Objectives of the Practice:

To achieve the principles of the teaching / learning process which are multi-fold. The principles on the basis of which this best practice was decided was – to raise the curiosity of a student in a particular topic, to encourage the students to question the obvious and to increase the interaction in the class.

2. The Context: Today knowledge is just a click away to the learner a challenge faced by facilitators is to keep pace with the latest news and happenings. The teaching/learning process is given immense importance in the institute. The institute is as good as its students. The students are as good as the teachers. The institute trains their facilitators continuously to help them to enhance their teaching abilities. The learning imparted to the teachers is implemented in enhancing the learning experience of the learner. To enhance, teaching ability, the faculty members are allowed to do Orientation/ Refresher/Induction/faculty Development Programmes. All the faculty members are permitted to attend seminars, conferences and workshops. As per the rules of Higher Education Department, Govt. of M.P., study leave facilty is also available for all faculty members.

3. The Practice: The teaching /learning process starts with designing of a lecture plan by the facilitator. The lecture plan is given in advance to the learners. The facilitator initiates a discussion or tells a story or questions the learners before defining the objectives. The objectives of the lectures are defined to specify to the learner the learning outcomes. During the lecture, discussions and questioning is encouraged. Various forms of assessment are used for continuous evaluation such as group discussions, assignments, PowerPoint presentations, class test to name a few. Various co-curricular activities are also organized for the learners. These activities give an opportunity to the students to put their knowledge into application. An aspect very unique about our teaching /learning process is the freedom given to learners to share their views and ideas. Even ideas that sound impractical are discussed and a proper

explanation is given to the learners why they cannot be implemented. The learner is the part of the learning process rather than just a spectator of the same. A major limitation of the teaching /learning process is the time constraint. The facilitators have various ideas which they would like to implement in their class, however due to paucity of time all of them cannot be implemented.

4. Evidence of success: The evidence of success is visible, qualitatively as well as quantitatively. The qualitative indicators are a more positive outlook towards life, improvement in etiquettes and desire to understand things rather than learning by the rot. The quantitative indicators for learners who actively participate in co-curricular activities are that they show improvement in academic performance. Students who have passed out have done extremely well in the corporate world. Some students have put their learning into application by starting their own businesses. The results bring some prominent factors to light. Some of the factors are that students when shown the right direction and given the right encouragement can achieve the goals they desire. Holistic development rather than only academic success contributes in creating socially sensitive individuals which is a prominent requirement of educational institute.

5. Problems encountered and Resources Required: The non-availability or non-workability of technology is one of the major problems encountered in the teaching learning process. Further, encouraging discussions in the lecture becomes self-obliterate towards its aim, at times. Questions posed by learners may not be to find an answer to the problem but to test the knowledge of the facilitator. The span of interest of the learners is very short Resources in terms of finance are continuously required to upgrade technology requirements. This is not available consistently.

6. Notes: The Academic Calendar is prepared before the beginning of the academic year. This aids the facilitators and the learners in understanding the time schedule for implementation of the learning process. Dedicated teaching and non-teaching staff are the pillars of strength of the teaching/learning process. Without a dedicated team, success cannot be achieved. The principal with his dynamic leadership style and constant guidance and support gives a prominent shape to the teaching/learning process.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

In keeping with its vision, the Institution has the distinction of serving and catering to the educational needs of the weaker sections, unprivileged and women of Shivpuri and surrounding rural area.

As the vision reads, it is "to provide quality and value based education and build the career of students of nearby areas of Shivpuri and also students from other places." The Institution strives to fulfill its vision by imparting higher education to a large number of students from rural areas near Shivpuri, most of them belong to the deprived sections of society like SC, ST, and OBC. The economically less privileged students and geographically distanced students who secure admission to the various courses run by our college are able to build their career with the help of the education received from our faculty and college.

Faculty helps them to improve their personality, especially the SC and ST Students so that they are prepared to face global competition. College in all its aspects such as increased number of programs and courses, well developed infrastructure, faculty guidance, library facilities, sports and extracurricular activities plays a very significant role in the improvement of students' capabilities. A majority of our students belong to rural families and socially marginalized groups. Many of them are first generation learners. They belong to illiterate families, suffer from cultural disorientation and sometimes have migrated from their native places At the first year level many of them hesitate even to talk in the local language to the faculty members regarding their difficulties. However we identify such students and help to solve their problems at the departmental level or at the individual level. We help them to correspond with government authorities like scholarship issues, filling online forms, concessions, installment facility in fees etc. With encouragement and support these students gradually develop into confident and responsible citizens of India. We are happy to see them complete their graduation and post-graduation and secure placement. Half of the student strength consists of girl students. Our College undertakes various measures for the empowerment of girls through imparting

higher education and enhancing their employability skills. The past students pursuing further studies or those who are gainfully employed at various important positions and capacities is evidence of their enrichment through education.

Usually more than 40 per cent students are women and 70 per cent belong to the deprived sections. Distribution of scholarship- about 90% students avail some form of scholarship and SC and ST students are provided free books and stationery. SC, ST and OBC students are given Post-Matric scholarship. Girls are provided 'Gaon ki beti' (Daughter of village) and 'Pratibha Kiran' scholarship.

The institution is committed to women empowerment by ensuring their participation in extra-curricular activities. It aims at developing leadership quality and critical thinking among women. For women empowerment, there are girls unit in both N.C.C. and N.S.S. that carry on a lot of personality development activities including camps, rallies, and competitions. Swami Vivekananda Career Counseling Cell is actively engaged throughout the year for the career related activities and self-employment training programs. Students participate with full enthusiasm in each and every unit (academic as well as extracurricular activities) of the college. Therefore, we can say the college provides quality education and opportunities for intellectual and emotional growth through different programs which are relevant and responsive to the needs of the rural and educationally backward society of this region of the state.

It is our fortunate that college has well qualified faculty members in different departments. They have taken their degrees from the premier institutes from different part of the country. Therefore, students from rural background are very much benefited from our faculty members. This is our thrust area which makes us distinctive in performance of the institution.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

Shivpuri is situated 116 km south-west of Gwalior on the Agra-Bombay National Highway No. 03 and is a town of historical significance with population of more than three lacs approximate. Shivpuri was summer capital of erstwhile Scindia rulers, is also a place of tourist- attraction. Madhav National Park is a Meyer attraction for tourists.

Govt. Shrimant Madhavrao Scindia P.G. College, Shivpuri, in its history of 60 years has witnessed many changes & has gone through various stages of development. V.T. P. Degree College established in July 1960 was taken over by Madhya Pradesh Government & was renamed as Govt. Degree College on July 1st, 1961. In the beginning it offered only under graduate course in Arts stream; and Science stream was introduced in 1962. In the year 1965 college was shifted to a building of historical importance, popularly known as Lal (Red) Building and then Commerce faculty was also introduced. New building (the present one) was constructed in 1970; science & commerce faculties were shifted to this new building. In 1998 all the faculties were shifted to the main building & Lal Building was handed over to Govt. Girl's College.

The College mentions with pride that it had great luminaries like late Dr. C.P.S. Sikarwar, Dr. Parshuram Shukla Virahi, late Dr. Ram Kumar Chanchal, Late Dr. Vidhyanandan Rajeev-all poets of national repute, and Prof. Punni Singh Yadav, a novelist of national fame as its faculty members in the past. They have been perennial source of inspiration both for teaching faculty and students.

It is also worth mentioning that college has very active and progressive Janbhagidari Samiti, dedicated to the course of development of academic standards of the college. It helps the college in raising additional financial

Resource which is utilized for strengthening the infrastructure and meeting the welfare needs of the students.

The college had the glorious past and it hopes for bright future.

Concluding Remarks :

Our college is the Lead College of the district Shivpuri which provides necessary guidance to all the nearby remote areas colleges as per the directions of Department of Higher Education Bhopal. Our college promote envirnomental protection and awareness by regular extension activites like plantation, cleanness drive etc. Our NCC and NSS wings plays an important role in developing an ideal citizen for our society. During the pandemic NCC and NSS wings of the college played a vital role towards awareness and vaccination drive. Our sports hertiage is very rich but due to the pandemic last two sessions (19-20) and (20-21) suffered badly. Now we are planning to resume it with same spirit. To fullfill the vision and mission of the college, Vivekananda Career Counceling Cell provides career guidance and counceling to all students whose major section comes from deprived and backward section of the society.From last session onwards it is also working to empower girls students of our college by providing training for self employment and self defence etc. The Library of our college is very rich in textual content which includes approx. 1 Lakh books/reference books/E-journal. To digitize the reading concepts , our college has started E-Library facility. Apart from these all PG Departments have their own Library for PG students.To promote research activites , every yaer a bilingual, peer reviewed and biannual research journal " Shodh Shrankhla (ISSN 2454-6046)" is being published since last five years.

Our institutition have research centres in three subjects (Political Science, Economics and Hindi).To increase enrollment ratio of students in college i.e. more students should be enrolled for higher education, various scholarships schemes are available. These schemes are beneficial for those students who come from weaker section of society. Our college plays a vital role in B.ed. admission and councelling process throughout the district, which is conducted by the department of higher education (M.P.). IGNOU centre is establised in our college in 2018 which helps many students in their education. Our college organises remedial classes for slow learner.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	**Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years** 1. **Academic council/BoS of Affiliating university** 2. **Setting of question papers for UG/PG programs** 3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses** 4. **Assessment /evaluation process of the affiliating University** Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly.
1.3.2	**Average percentage of courses that include experiential learning through project work/field work/internship during last five years** 1.3.2.1. **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>13</td><td>13</td><td>30</td><td>30</td><td>30</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>13</td><td>13</td><td>30</td><td>16</td><td>15</td></tr></table> Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly.
1.3.3	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year** 1.3.3.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 373 Answer after DVV Verification: 360 Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly.
2.1.1	**Average Enrolment percentage (Average of last five years)**

2.1.1.1. **Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2045	1712	1618	1445	1376

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2045	1712	1618	1445	1376

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2371	2363	2189	2134	2142

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2357	2341	2173	2118	2122

Remark : As per the updated data received from HEI based on that DVV input is recommended.

2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)**

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1022	856	809	722	688

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1169	1167	1087	989	986

Remark : As per the updated data provided by HEI, based on that admitted students should not be more that sanction seats so based on that for the year 2018-19,19-20.20-21 only no. of sanction seats should be consider here so DVV input is recommended accordingly.

2.4.2	**Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	16	16	19

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly. (There are only 3 certificates provided by HEI)

2.4.3	**Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)** 2.4.3.1. **Total experience of full-time teachers** Answer before DVV Verification : 477 Answer after DVV Verification: 321 Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.
3.1.2	**Percentage of teachers recognized as research guides (latest completed academic year)** 3.1.2.1. **Number of teachers recognized as research guides** Answer before DVV Verification : 5 Answer after DVV Verification: 0 Remark : There is no relevant documents provided by HEI in clarification which was asked, based on that DVV input is recommended.
3.3.1	**Number of Ph.Ds registered per eligible teacher during the last five years** 3.3.1.1. **How many Ph.Ds registered per eligible teacher within last five years** Answer before DVV Verification : 26 Answer after DVV Verification: 0 3.3.1.2. **Number of teachers recognized as guides during the last five years** Answer before DVV Verification : 6 Answer after DVV Verification: 0 Remark : There is no relevant documents provided by HEI in clarification which was asked, based on that DVV input is recommended.
3.3.2	**Number of research papers per teachers in the Journals notified on UGC website during the**

last five years

3.3.2.1. **Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

3.3.3	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 3.3.3.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
2	0	9	1	1 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0 | Remark : There is no relevant documents provided by HEI in clarification which was asked, based on that DVV input is recommended.
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3.4.2	**Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years** 3.4.2.1. **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
4	0	0	0	1	

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	0	0	0	0

3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	10	1	4	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7	5	1	3	1

Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly

3.4.4	**Average percentage of students participating in extension activities at 3.4.3. above during last five years** 3.4.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
391	411	5	431	101

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
391	283	5	416	100

Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly

3.5.1	**Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

3.5.1.1. **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	4	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly

3.5.2	**Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years** 3.5.2.1. **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years** Answer before DVV Verification: {{TABLE1}} Answer After DVV Verification : {{TABLE2}} Remark : There is no relevant documents provide by HEI, Based on that DVV input is recommended accordingly.

Table for 3.5.2 (before DVV):

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

Table for 3.5.2 (after DVV):

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

4.1.3	**Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.** *(Data for the latest completed academic year)* 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 9 Answer after DVV Verification: 8 Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly

4.2.3	**Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)** 4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-**

journals year wise during last five years (INR in Lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1079266	613496	965695	561395	1158295

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10.79	6.13	9.65	5.6	11.58

Remark : As per the revised data received from HEI, based on that DVV input is recommended.

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
914965	2603204	1464071	29980	42215

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
9.14	26.03	14.64	0.29	0.42

Remark : As per the revised data received from HEI ,based on that DVV input is recommended.

5.1.4	**Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

5.1.4.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	1319	1165	1025	1015

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	104	615	550	475

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly

5.1.5	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**
	1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance** 3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: D. 1 of the above Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.
5.2.1	**Average percentage of placement of outgoing students during the last five years** 5.2.1.1. **Number of outgoing students placed year - wise during the last five years.** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.** 5.3.1.1. **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	5	9	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	6	7	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9	60	33	43	26

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	9	2	8	0

Remark : Events cant split into activities, DVV input is recommended accordingly.

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

6.3.4.1. **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
25	8	6	3	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
21	1	5	3	1

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

7.1.2	**The Institution has facilities for alternate sources of energy and energy conservation**

	measures 1. **Solar energy** 2. **Biogas plant** 3. **Wheeling to the Grid** 4. **Sensor-based energy conservation** 5. **Use of LED bulbs/ power efficient equipment** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D. 1 of the above
7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly
7.1.5	**Green campus initiatives include:** 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants** Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: C. 2 of the above Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.** 2. **Divyangjan friendly washrooms** 3. **Signage including tactile path, lights, display boards and signposts** 4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment** 5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above

| 7.1.10 | **The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : C. 2 of the above
Answer After DVV Verification: D. 1 of the above
Remark : As per clarification documents provided by HEi, DVV input is recommended accordingly |

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: table below

1.1 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
29	33	33	33	33

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
282	313	336	332	304

1.2 Number of programs offered year-wise for last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20	24	24	24	24

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	22	22	22	22

2.1 Number of students year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4520	3981	3590	3531	3479

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4522	3968	3756	3520	3500

2.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1185	1182	1095	1067	1071

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1169	1167	1087	1061	1061

3.2	**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3309486	11554137	12734136	10321827	13548099

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
33.09	115.54	127.34	103.21	135.48

3.3	**Number of Computers** Answer before DVV Verification : 76 Answer after DVV Verification : 39