



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT AUTONOMOUS GIRLS P.G. COLLEGE OF EXCELLENCE, SAGAR (M.P.)
• Name of the Head of the institution	DR. B. D. AHIRWAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	07582404480
• Alternate phone No.	07582404480
• Mobile No. (Principal)	9425671762
• Registered e-mail ID (Principal)	heggpgcsag@mp.gov.in
• Address	NEAR BUS STAND KRISHNAGANJ WARD GOPALGANJ SAGAR MP
• City/Town	SAGAR
• State/UT	MADHYA PRADESH
• Pin Code	470002
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	01/03/2002
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)																		
• Name of the IQAC Co-ordinator/Director	Dr. Naveen Gideon																		
• Phone No.	07582404480																		
• Mobile No:	9425425477																		
• IQAC e-mail ID	naacgdc2023@gmail.com																		
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ggpgcs.com/files/naac/aqar/AQAR1920.pdf																		
4.Was the Academic Calendar prepared for that year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	http://ggpgcs.com/files/calendar/AcadCal2021.pdf																		
5.Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.86</td> <td>2009</td> <td>16/09/2008</td> <td>15/09/2013</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.02</td> <td>2014</td> <td>05/05/2014</td> <td>04/05/2019</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.86	2009	16/09/2008	15/09/2013	Cycle 2	A	3.02	2014	05/05/2014	04/05/2019
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B	2.86	2009	16/09/2008	15/09/2013														
Cycle 2	A	3.02	2014	05/05/2014	04/05/2019														
6.Date of Establishment of IQAC	01/09/2010																		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?																			

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
GOVT AUTO GIRLS PG COLLEGE OF EXCELLENCE SAGAR (M.P.)	AUTONOMOUS	UGC	14/01/2003	0
GOVT AUTO GIRLS PG COLLEGE OF EXCELLENCE SAGAR (M.P.)	EXCELLENCE	STATE GOVERNMENT	31/03/2002	0
GOVT AUTO GIRLS PG COLLEGE OF EXCELLENCE SAGAR (M.P.)	NAAC	WORLD BANK	05/05/2014	110000000

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
9.No. of IQAC meetings held during the year	02	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		

Plan of Action	Achievements/Outcomes
1. In view of spreading Covid-19 it is proposed to sanitize the whole campus twice in a day.	1. Campus well sanitized as per norms.
2. Proposal to purchase Infrared Thermometers' to restrict entry and for identification of infected persons.	2. Infrared thermometers purchased.
3. Proposal to purchase enough Sanitizer/Gloves/Mask/Head caps for safety of teaching and non teaching staff of the college.	3. Sanitizers/Gloves/Mask/Held Caps purchased in enough quantity.
4. Proposal to form Covid-19 safety committee for monitoring and review periodically.	4. Covid-19 Safety committee formed, convenor of the committee is Dr. Sunita Singh HOD of Department of Zoology, looks after the college.
5. As per online meeting held on 30th April to conclude the course in post graduate class and for further online classes. Wi-fi campus is essential and Jio plan of 15 MBPS is proposed to purchase.	5. Wi-Fi campus with speed of Internet Jio Plan of 15 MPBS installed.
6. For quality assurance webinars should be organized which must be of national level by different departments.	6. 16 National and 01 International Webinar's organized.
7. Seminar on Intellectual Property Rights will be organized by IQAC.	7. Workshop on Research Methodology organized.
13. Was the AQAR placed before the statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name of the statutory body	Date of meeting(s)
Internal Monitoring Committee of NAAC by SLNC	21/12/2020

14. Was the institutional data submitted to AISHE ?	Yes
--	-----

- Year

Year	Date of Submission
2020-21	01/02/2022

15. Multidisciplinary / interdisciplinary

The age old idea of Indian education system where science, professional skills, vocational skills and soft skills were considered as "arts" has been brought back by NEP 2020. Our institution has introduced generic elective course more than 20 in number, which provide multidisciplinary/interdisciplinary education to the students. A student of arts faculty can opt subjects as accounting, formation of beauty products and cosmetics, vermi-composting, food and nutrition and even courses in general chemistry, on the other hand, students of commerce and science can opt communicative skills, courses on folk music and dance as well as courses in political science, sociology and history. This multidisciplinary activity includes increased creativity and innovation, critical thinking and high order thinking capacities, problems-solving abilities, teamwork, communication skills, more in-depth learning and mastery of curricula across fields, increases in social and moral awareness etc, besides general engagement and enjoyment of learning. Specially in the field of research, the responsible adult students are free to choose interdisciplinary subjects as a student of sports can do extensive research in the field of psychology or food and nutrition and a student of home science can work in the field of geography and anthropology. A student of literature can do research work in the field of philosophy and a student of sociology can proceed for the study of tribal arts and dance forms. This holistic and multidisciplinary education aims to develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional and moral in an integrated manner. The department of Botany in our institution, provides training to the students in the field of mushroom cultivation, vermi-composting and the formation of organic manure

from the bio-degradable wastes such as leaves and papers from the college campus. It provides not only the technical skills to the students but they also gain knowledge in the field of entrepreneurship. A four layer youth festival is also conducted by the higher education department of M.P., where students participate in 22 activities based on fine arts mostly irrespective of their faculties and develop the humanistic, ethical and universal values of truth, righteous conduct, peace, love, non-violence and citizenship values through eloquence, debate competition, presentation of short acts, presentation of short acts, plays, mines and satirical comedies and on the burning issues of the society. Lessons in service and community services programmes can be achieved from the NCC and NSS wings of the institution. It is a strong step in the field of holistic education. NEP 2020 also provides opportunity for internships with local industry, business, artists, crafts persons so that students may actively engage with the practical side of their learning and as a by product further improve their employability. Our institution under the aegis of Vivekanand Career Guidance Cell focuses on research and innovation by setting up start-ups, incubation centres and provides employment skill by conducting training programmes based on the needs and skills of the students at least 15 times in a year.

16.Academic bank of credits (ABC):

As per NEP 2020, The Academic Bank of Credits (ABC) has been envisaged to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one programme to another leading to attain a degree/Diploma/PG diploma etc.

In our institution the registration of students in ABC is in progress and we expect by the end of this year we will have all the students enrolled in the ABC and would start benefitting by this project.

As we know the ABC allows academic institutions to lodge and maintain the integrity of the credits. It maintains the authenticity and confidentiality of students credits. It also helps in easy credit transfer through digital mode.

The act of formally granting students and other learners the credits that are assigned to the qualification and/or its components if they achieve the defined learning outcomes, Credits are awarded to individual students after, they have completed the required learning

activities and achieved the defined learning outcomes, as evidenced by appropriate assessment.

The use of ABC credits improves transparency and helps to introduce a more flexible approach to curriculum design and development. The institutional credit framework is aimed at to cater the needs of different programmes and support inter and multi disciplinary approaches. Successful learning mobility requires academic recognition and transfer of credits. Recognition of credits is the process through which an institution certifies the learning outcomes achieved and assessed in another institution satisfy the requirements of one of the programmes they offer.

Following are the benefits of ABC :

- It allows multiple entry, multiple exit for students.
- Stores student credit for a minimum shelf life of seven years.
- Transfer credit through a single window after approval of source and destination academic institution.
- Only verified academic institution can upload credits.
- Improves transparency and helps to build a more flexible approach to curriculum design and development.

17.Skill development:

With the fastest growing population of India, providing jobs to every citizen has become very difficult for the government hence the focus has shifted from bookish knowledge to skill development programmes in Higher Education so that it will help to prepare students for the workforce, improve their employability, foster entrepreneurship, enhance the quality of education, encourage innovation and meet the demand of the industry and corporate sector. It is a multifaceted approach that involves collaboration among experts, governments and communities.

It is essential to provide students with the practical skills and knowledge they need to succeed in the job market after graduation, and to bridge the gap between the education system and service sector. In our institution we have Vivekanand Career Guidance Cell which provides the students practical trainings in various fields related to their skills and also provides opportunity to exhibit and sell their products at one place. This guidance cell also organizes lectures of government officers, entrepreneurs as well as motivational speakers to boost the confidence of students.

This cell also provides professional help to those students who come

up with their ideas of start-up and also support them in incubation centres.

Certain certificate courses have also been organized by several departments of the college where, students were given practical knowledge in the field of art and craft. This helps students to develop their own ideas of business and be financially independent in their life.

Besides this college also organises Anand Utsav a fest in which students participate as business professional through their skills, in the form of different stalls embellished with commodities and snacks to be sold. Although it takes place once a year students wait throughout the year to participate in it and learn business skills.

In NEP 2020, a new compulsory course of 4 credits has been introduced in which a student has to opt either internship or filed project in order to complete that course. It allows students to imagine their future prospects in a particular field and they prepare not only strategy to achieve what they have imagined but also may get training under the subject and can work as an intern in the proper industry/corporate/business/private firms. In this way they will be prepared for their future prospects working practically in the field, and above bookish education.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

India has continuous and cumulative intellectual traditions in many domains of knowledge. This tradition has its attested beginning in the Rgveda, the first Indo-European document, and continues to be alive in the life, practices and learning of Indian people. The power and pertinence of the knowledge systems in this tradition are attested by the existence of innumerable texts, thinkers and schools that continue to engage the attention of schools in major contemporary universities around the world.

It is with this view of integrating the Indian knowledge systems and presenting them in the mainstream education system, the Govt. has incorporated diverse Indian disciplinary formations like the fields of philosophy, architecture, grammar, mathematics, astronomy, sociology, economy, polity to metallurgy, mining, medicine, poetics and veterinary sciences along with 18 major Vidyas and 64 Kalas into the NEP 2020.

All the faculties of our institution have included topics from

Indian knowledge system into their syllabi to make students feel their close relationship with ordinary life. It not only boosts their confidence in Indian culture but also makes them skilled in getting employment for their livelihood.

We have a compulsory course of 6 credits for undergraduate students, where they can go for project work or can work as intern in any of the following fields they choose as an important means of their livelihood. These fields are :- history, poetry, calligraphy, metrical compositions, dancing, music, singing, playing musical instruments evaluating precious stones, wrestling, cooking, magic, iron smithery, painting, gardening, carpentry, hair-dressing, agriculture, driving, fishing, speech-making, jewellery making, stitching, home-planning as well as making instruments/machines and doing physical exercises and yogic practices.

These fields help the students, achieve their goals of life acquiring new knowledge and skills that are necessary for pursuing learning activities throughout life, through self paced and self directed learning aimed at personal development, meeting economic, social and cultural objectives, and adapting to changing trends and demands of the workplace, including adapting to the changes in work processes in the context of the fourth industrial regulation, through knowledge/skill developments/reskilling.

The Higher Education Department of MP Govt. organises a four layer youth festival programme for every HEIs affiliated to it from September to January, every year. It includes 22 classes of fine arts like painting, folk-dance, folk music, clay art, folk theatre to genres like debate, symposium and quiz competitions based on current general knowledge of life and society, Students, participate in college level competitions and winners get chance to further participate at district level, university level and at the inter-university competitions in the end. While practicing and performing these crafts and art activities the students learn to work effectively and respectfully with diverse teams, facilitate cooperative or coordinated effort on the part of a group and to act together as a group or a team in the interests of a common cause and work efficiently as a member of a team with the larger interest of the name of the institute.

Swami Vivekanand Career Guidance Cell organises workshops as on diverse subjects as theatre, communication skills, to the formation of jewellery, baking and food preservation and invites guest lectures on different art and craft forms and their use to earn livelihood. These activities help students work independently, to

identify appropriate resources required for further learning and also helps students to acquire organizational skills and time management to set self-defined goals and targets with time lines. These workshops also intend to make aware the students of the effects of environmental degradation, climate change and pollution ending in the effective waste-management, conservation of biological diversity and sustainable development and living.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

In the modern era of globalization where competition takes place not among the students of one nation, but among the students of the whole world, some sustained initiatives are required for institutionalizing an outcome oriented Higher Education system and enhancing employability of graduates through curriculum reform based on a learning outcomes based curriculum framework. The aim of this reform is to improve/upgrade academic resources and learning environment, raising the quality of teaching and research across all higher education institutions, improving technical skill to meet the demand of global education among the students.

The aim of outcomes based approach to curriculum planning and development is that higher education qualifications such as a Bachelor's Degree programmes are awarded on the basis of demonstrated achievement of outcomes (expressed in terms of knowledge, understanding skills, attitudes and values) and academic standards expected of graduates of a programme of study learning outcomes specify what graduates completing a particular programme of study are expected to know, understand and be able to do at the end of their programme of study.

In the learning outcome based approach, demonstration of learning acquired through different means becomes significant. It could be while performing a task in the real work situation of handling a situation in real life-domain specific and generic skills along with knowledge and right attitude from the core of any learning outcome.

It our institute we provide bachelor courses in humanities Arts, Science, Commerce, Home Science, Business Administration, Computer Application and Library Science to the students. On a programme level, e.g. in the domain of commerce, the learner by the time of passing out should be able to execute tax filing (Income Tax, GST etc), Interpretation of financial statement, using software of manage accounting data, financial reporting related to audit and SOP etc.

In Arts and humanities a student would be able to make a coordination between his thought and speech using proper vocabulary, will develop clarity of thoughts and would be able to visualise proper ideas to meet future demands. He would be able to socialize in Indian terms respecting the environment, culture and religions of people around her.

In the field of science and technology the student would be able to know the things practically and would apply its principles for the benefit of the humanity. She would be keen to observe the atmosphere around her and would be able to reach at the proper decision at the right time.

Similarly the student of Home Science would be able to learn the budget and management of home and would learn to cook healthy food for nurturing the family for its overall development.

In this way, the institute has adopted the learning outcomes based curriculum framework to enable prospective students, parents, employers and others to understand the nature and level of learning outcomes (knowledge, skills, attitudes and values) or attributes a graduate of a programme should be capable of demonstrating on successful completion of the programme of study. We hope this curriculum framework will be able to maintain national standards and international comparability of learning outcomes and academic standards to ensure global competitiveness and would facilitate student/graduate mobility in the world.

20.Distance education/online education:

Extended Profile

1.Programme

1.1 10

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 12112

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **4387**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **4387**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **175**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **84**

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	10
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	12112
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	4387
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	4387
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	175
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2	84

Number of full-time teachers during the year:		
File Description		Documents
Institutional Data in Prescribed Format	View File	
3.3	103	
Number of sanctioned posts for the year:		
4.Institution		
4.1	7042	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	35	
Total number of Classrooms and Seminar halls		
4.3	131	
Total number of computers on campus for academic purposes		
4.4	19273868	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

We develop skills like communication, organization and management. With this course we build software Programrs, system and network administrator, web designer and a range of technical experts of different fields to cater the need of software and IT industry. Subjects like Home Science, is an inter-disciplinary fields of knowledge with focus on Food and Nutrition, Resource Management, Communication and extension. Our subjects of commerce explore the statistical and analytical aspect of students inventory management data collection, analysis, projections, fund management, foreign

trade, banking, managerial and entrepreneurial arena are the classical areas. E-commerce, E-marketing are the most sought after fields of this discipline. Theories of economic analysis are used for solving managerial problems and determination of business policies. Our programs are designed to produce graduates who can engage the world thoughtfully, critically and creatively. The main focus of History is to promote an understanding of human societies have evolved up to their present stage of development. It also helps our students to understand the common routes of human civilization and appreciation of basic qualities of mankind through our psychology programs. Students will know the concepts, perspectives, historical trends, empirical findings, research methods and ethics. It helps the students to develop skills in ethical behavior, complex cognitive processes and professional development.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

22

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Our course content related to professional ethics are designed in

such a way that it mould our

students behavior and prepare them for professional and ethical decision making. With this knowledge, they understand and differentiate between right and wrong behavior. It develops various components among students like honesty, integrity, transparency, accountability, confidentiality, objectivity, obedience to the law.

Our curriculum includes methods to promote inclusion of women in development of all sectors including disadvantaged woman, with disabilities and other vulnerable groups. Curriculum build to meet the diverse needs of Indian women with focus to develop inclusive society.

We are also proposing to include transgender issues and their rights in the syllabus of sociology as this topic has been neglected since so many years. With topics of personal empowerment, the student will become aware of the need, competencies and skills to be developed for empowerment. Being a woman centric organization, we promote participation of women in development initiatives. Other than imparting high level academic knowledge, our organization also works for passing the value added outcomes to the society. Moral values play an important role to structure the society. It helps the students to inculcate qualities like hard work, respect for others, cooperation, compassion, kindness and forgiveness.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

17

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

2166

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1367

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni B. Any 3 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.gpggcs.com/files/student/Feedbackform2020221.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

4900

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

3049

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Our organization arranges workshop, seminars, expert talks and tutorials for learners. We do a mid-term assessment of students learning level through Continues Cumulative Evaluation (CCE) and through the feedback of the faculty member on the basis of their overall performance in the academic sessions like responsiveness, assignment submission punctuality/proficiency in the case of students belonging to the humanities and social sciences and basic

mathematical knowledge for the students of the science department are identified at the time of induction. Remedial courses (funded by the UGC) are organized for them accordingly as per the departmental requirements. Our institution provide platform to realize the potential and make the best use of it. We constantly encourage students to face real situation with more confidence. Further, faculty members revise the tough topics as per the student's requirements. For advanced learners, our college provide career counselling which could give new direction to for their career. Apart from that, advance learners are motivated to strive for higher goals, helping them to participate in group discussions, debate competitions, technical quizzes etc to develop analytical and critical thinking abilities in them and thereby to improve their presentation skills. They are given special prizes for participating in such types of programmes. Due to Covid-19 special programme for slow and advanced learner could not be organized.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2020	11101	84

File Description	Documents
Upload any additional information	View File

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:

Although we cater a large strength of students but still we try our level best to create student centric teaching environments. We being a Govt. college, has to strictly follow the syllabus prescribed by Govt. of Madhya Pradesh. As per Govt. Instructions, till 2019 we prescribed summer internship program for graduation final year students. It allows student to expand the knowledge and

understanding of the fields. Helps to contact the network professional and administrators of the fields. We have also added industry Page 27/79 16-12-2021 10:30:45 Self Study Report of GOVERNMENT AUTONOMOUS GIRLS P.G. COLLEGE OF EXCELLENCE visits, excursion tours and field visits in syllabus. Since 2008, we are sending all PG students for project/internship work that is of a duration of 2 months, as per their area of interest like basic course of computer, beauty & grooming, mass-media, nutritional rehabilitation centres, tally, museum, state archaeological centre, finance handling institutions etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

From 2015 to we till date in practice of using LCD projectors, PPT's and topic specific study materials for teaching, learning. But, this COVID pandemic has arise an unexpected situation where all the physical class rooms were forced to be empty. We all put our effort to gain expertise in IT enabled teaching platforms. As of now, we have organized 12 webinars in the current session and are conducting regular online classes during this running session. We are also providing all the e-study materials and web-links of concerning topic. We are also promoting students to utilize INFLIBNET facilities as the physical books are not being made available to them in this Covid time. Google forms are being used to collect and organize data. We are promoting all e-learning platforms like SWAYAM, e-pathshala, Diksha, Swayamprabha, Shodhganga etc.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

84

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The whole Academic Calendar for semester as well as Annual System is well distributed by Govt. of MP, Higher Education Department into the following segments - 1.Introductory Classes 2.Teaching work (Theory, Tutorials & Practical) 3.Comprehensive Cumulative Evaluation Work 4.Practical Exams 5.Pre-exam preparation leave for student 6.Semester Exam/ATKT Exam 7.Semester Break for students 8.Declaration of result. Apart from this, some extra curriculum activities are also assigned like 1. Orientation of the students, 2. Student Union Election, 3. Sports, NCC, NSS, Youth Festival & Prize distribution, Annual function. Release of Annual college magazines, Alumni meets. As we follow the prescribed program of Higher Education, Govt. of Madhya Pradesh, strictly, we can only make minor adjustments in order to manage the unavoidable circumstances. The Annual/Semester planner for each subject are of 180 & 90 day respectively and are prepared by the concerning teacher and must be submitted in the month of July before the beginning of academic session. It is displayed in the different departments for students information purpose. There is a committee to design, manage and monitor the complete time table of different disciples like Science, Arts, Commerce and Home Science. It depicts the time wise division of subject and it's concerning faculty along with the program for which it is conducted. A minor departmental time table is also prepared and displayed in each department separately.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full-time teachers against sanctioned posts during the year**

84

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

54

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

84

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Our examination system is open for reforms and we strengthen it from time to time to ensure it as full proof and address the grievances of students. The drivers for reforms in examination have been incorporated into our examination system like internship experience and project work. Tools of information technology are utilized for most of the activities associated with conduct of examination, evaluation and declaration of result. We conduct continuous internal assessment (CIA) and periodic assessment of the subject level, to keep the students meaningfully engaged into the subject content. In order to maintain the confidentiality of the question paper, we code it accordingly. Question paper is set from all the units with internal choices. Moderation of the question paper is also conducted for maintaining the standards. We have established CCTV cameras for surveillance of the whole examination duration. Encoding and decoding of the answer book is also done to maintain the confidentiality. Online filling of examination/revaluation forms helps the students and college in saving time and generation of admit cards. Revaluation system is also maintained by the college. Advanced supplementary examination and timely publication of results is done. We also practice online declaration of our result.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Programme and course outcomes for all programmes are displayed on website outcome are also mentioned in all subjects. Every year, the Board of Studies of each subject conducts a brain storming session to evaluate the course material, new topics to be added in the subject, topics which can be deleted, interdisciplinary topics, activities to be planned, etc. The objectives of the Program and Course are decided and formulated, keeping in mind the scope of the subject, creating interest in the student about the subject, research and innovations, benefits to the community/society, future applications in advanced studies, entrepreneurship opportunities, and many other related factors. These objectives are clearly framed according to the model curriculum released by UGC and stated on the college website (mention college website and the subheading under which the objectives of the Programs are stated) for the students and parents to view. Change in the syllabus is done according to the local/regional needs or demands also. Apart from this, a meeting is organized for the teachers in which these objectives and the other related topics are discussed in detail. A printed hand-out is given to each teacher for personal reference. Their views, suggestions and feedbacks are also taken and considered before finalizing the syllabus. Any upgradation needed in the resources is also discussed and necessary action is taken. It is ensured that the Program outcomes and Course Outcomes are attained successfully.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

At the end of every academic session, an honest and transparent evaluation is done to see whether the objectives set at the beginning of the session have been achieved or not. Various methods are adopted to measure the attainment of Program Outcomes, Program specific Outcomes and Course Outcomes. The most important and popular method is the annual academic result of the students in the examination. The rate of success in the examination determines the attainment of the academic objective of the Program and Course. Village Kanhera, which has been adopted by the college, is also visited by the students. They discuss the various issues of the villagers and help them in solving their problems. (upload photos). Another method of measuring the attainment of Program Outcomes is the feedback method Feedback is taken from the students and parents and a systematic record of these feedbacks is maintained. During the Parent Teacher Meetings, the parents give their feedback about the progress of their ward. This is used as a tool to evaluate the success of the Program and Course.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

4237

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://www.ggpgcs.com/files/student/Feedbackform2020221.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented as NAAC criterion 3. The institution promotes research activities for students as well as the lecturers and professors. To promote researches, the college has taken adequate care to provide a vast library with a stock of books, dictionaries, encyclopaedias, periodicals, research journals, newsletters, well equipped science labs, computer labs, audio-visual room, and a team of competent staff comprising of the Heads of the Departments, lecturers, professors and the library staff.

Several departments have research methodology and statistics in their PG syllabus. Under the guidance of the faculties, the students undertake various topics for research which cover various issues of their subject.

The institution assists the faculty by providing seed money upto Rs. 50000.00 to carry out their Minor Research Project. The institution also reimburses the registration fee for faculty members to attend seminar or conference to promote participation in research activities. The institution also provides physical facilities as well as technical assistance to carry out research activities. College publish a quarterly multidisciplinary peer reviewed journal "Research Times" since 2014.

In all the researches, the objective of the study might be related to the subject, but the final outcome is always aimed at benefitting the society directly or indirectly.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.gpggcs.com/files/research/ResearchPolicyGDC.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

210000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

8

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

A perfect ecosystem for education means the ideal combination of the norms and principles laid down by the government, rightly implemented by the institution to provide an ideal educational environment to the students and the utility of imparted education in the society.

The students are given various projects to be done in a creative manner using latest technology, flow charts, pictures, photographs, audio and video clips, etc. In some subjects, the students prepare working models to get a hands-on experience.

In today's world, the real challenge for the student is not just to score good marks, but to make a place in the society and the professional world; an exposure to this kind of real environment becomes absolutely necessary. This is where entrepreneurship and community orientation find a prominent place in our education methodology. We are trying to produce future ready graduates and post graduates by engaging them in highly experimental and entrepreneurial activities like workshops, visits to various factories, showing them documentaries, etc. Such exposure helps the students to get acquainted with the practical aspect of what they learn in the classroom.

The students are asked to collect information on a given topic and then discussions, seminars and speeches are organized and the teacher and taught learn from each other through a highly intellectual interaction. Students transfer acquired knowledge to society through extension services upto village level. They also serve at old age home, orphanage home etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

16

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

41

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-

Index of the University**3.4.6.1 - h-index of Scopus during the year**

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy**3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The aim of education in or college is not just academic excellence, but also all round development of the student in terms of awareness and sensitivity towards the society and the nation. Various activities other than the curriculum are carried out as part of extension programs to provide hands on experience to the students in delivering community services.

The college boasts of 03 units of NSS (National Service Scheme) and NCC. The student volunteers visit villages and slums to conduct survey and study the various problems of the residents of that locality. They try to upgrade the residents about the new social and religious trends and educate them on issues related to agriculture, energy, environment, sanitation, nutrition, blind faith, taboos, gender equality, education and literacy.

To execute their activities and for financial support, they collaborate with the NGOs to work on schemes and projects like Beti Bachao Beti Padhao, consumer rights and protection, human rights, fundamental rights, Swachhha Bharat, skill development, domestic violence, alcoholism, juvenile delinquency, etc.

The college has adopted a village called 'Kanera' near Sagar.

Blood donation camps are regularly organized by the college in the urban as well as rural area. Free medical consultation and medicines are provided.

The Sports Department of the college organizes Yoga and Karate classes regularly to promote health and fitness among the students as well the local communities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ggpgcs.com/files/notifications/pdf/ExtensionActivity202021.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

8

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

55

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

5320

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

22

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

The college has adequate infrastructure and physical facilities for teaching-learning as per minimum specified requirement by statutory bodies. The college has a sprawling campus of 3 acres with a magnificent two storied building. It has 32 classrooms. These classrooms are spacious and well ventilated and can accommodate 100 students at a time. Out of these classrooms, 3 classrooms are smart classes, 3 for each faculty, with a smart board, projector, screen, CPU unit with compatibility for using the latest USB devices. The college has a Principal's chamber, an office, a reception area, departmental staff rooms, two covered auditoriums, one open auditorium, canteen, toilets for students, toilets for staff, and other basic amenities. The library has

comfortable tables and chairs for the students to make reading easy and enjoyable. The library is centrally located to make it easily accessible to all the departments. The Departments of Botany, Zoology, Physics, Chemistry, Home Science, Geography, Psychology, Computer Application, Industrial Microbiology, biotechnology and Industrial Chemistry have a well equipped laboratory with the latest equipments, a computer and a printer. All the labs have fire extinguishers and first aid kit. Furniture, electrical and electronic equipments etc. according to the required specifications. The Computer Application lab has 100 computers. These computers have the programs, computing language, software, hardware, etc installed suitable for the prescribed syllabus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

The college has one covered auditoriums and one open auditorium to conduct cultural programs, seminars, conferences, meetings, etc. These auditoriums are equipped with modern light and sound systems, projectors, audio visual systems, green rooms, good acoustic system, speakers and proper seating arrangement. The music department has a large room equipped with musical instruments like harmonium, table, dholak, sitar, veena, flute, violin, synthesizer, octopad, bongo, guitar, etc. The dance department has a large room to comfortably teach solo dance as well as group dance. The college has a vast sports complex with facility to seat spectators at a time. There are separate rooms for various indoor games like wrestling, Table Tennis, Chess, Carom board, for recreation etc. Table Tennis, nets, Chess board are provided to the students to gain proficiency in the game. Shuttle Cocks, Volleyball, Football and nets are provided to the students for playing Volley Ball, Basket Ball, etc. Hockey, Javelin, Short put and other outdoor games are also encouraged. There is a separate Yoga Centre in the college where Pranayam, Asana and meditation are taught to the students. The college has a well equipped modern gymnasium with a treadmill, Jogger, Bench Press, static cycler, twister and weightlifting equipments. The music, dance, sports and yoga departments have qualified and

experienced teachers to train the students on a regular basis.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.ggggcs.com/files/sports/pdf/2021_412.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

1411271

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Central Library was using SOUL 2.0 (Software for University Libraries) for library automation. which is developed by the INFLIBNET Centre in India. This software serves as an Integrated Library Management System (ILMS) designed to help libraries manage their resources and provide improved services to users. The SOUL

2.0 is using for the various functionalities of the libraries such as : Cataloguing and Classification, Circulation Management, Electronic Resource Management, User Authentication, Reports and Analytics.

Central Library holds print collection of which includes 65000 books, 5 print journals. Its database is maintained in the N-List server and the bibliographic information of each collection can be accessed from any corner of the world through Web OPAC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: B. Any 3 of the above
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

347314

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

8

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has technical equipments like computers, internet, peripheral equipments, servers, and applications, for the smooth and quick functioning of the office and administration and to facilitate state-of-the-art teaching-learning process. Every department, office, library and the computer laboratory are equipped with computers and a printer-scanner-photocopier.

The IT Policy of the college defines the rules, regulations and norms for the ethical use of these equipments. It also covers proper maintenance of the equipments. It also ensures the availability, confidentiality, integrity, safety and security of the data and information. The IT Policy of the college covers the following points:

- The equipments, services, hardware and software are purchased by the college in consultation with the IT department of the college along with the administration regarding the quality, brand, cost effectiveness and sustainability of the equipment.
- Basic training and guidance is given to the staff to use and operate these equipments.
- The college has internet band width from Jio. It is an unlimited plan with a bandwidth availability of 100 mbps. A budget of Rs. 2.25 lakhs per annum is sanctioned for the purchase and maintenance of wi-fi system.
- Quick Heal and Net Protector anti-virus systems are installed in the computers for security against malware and data corruption. A budget of Rs 3 Lacs per annum is allocated for internet security.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
798	45

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

19273868

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The Departments of Botany, Zoology, Physics, Chemistry, Home Science, Geography, Psychology, Computer Application, Industrial Microbiology, biotechnology and Industrial Chemistry have a well equipped laboratory with the latest equipments, a computer and a printer. All the labs have fire extinguishers and first aid kit.

The library conducts its annual stock verification where the entire library stock is checked. The books under loss are listed, the damaged books are sent for binding and books which are obsolete, no longer needed due to change in syllabus or too worn out are withdrawn from the library stock. The old news papers, magazines and periodicals are sold and the amount earned thereof is submitted in the Accounts Department.

The sports complex includes a vast sports ground and a sports room. The sports ground is kept free of grass and stones to ensure safe and joyful playing. Water is sprinkled on the ground to avoid too much dust to rise during the sports activities. The ground has a cricket pitch, nets and courts for net games, tracks marked for sprints and hurdle races, etc.

The Yoga centre has a carpet on the floor along with yoga mats and some equipment needed for performing the asanas like chairs, bands, cushions, etc. Some of the maintenance of the college is done by the support staff of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

10804

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology **A. All of the above**

File Description	Documents
Link to Institutional website	https://ggpgcs.com/files/activity/513outreachact.pdf
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations

and career counselling offered by the institution during the year

517

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students’ grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students’ grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students’ grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

1872

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

0

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

In order to nurture potential leadership skills and to protect the genuine interest and welfare of the students, we have a well structured student union body. Although since 2018, HE Department is not conducting any direct active election in Govt. Colleges of Madhya Pradesh. However our institution is constituting students union on merit basis.

They help to share ideas, concerns, interests and issues with our administrative bodies. This student council work with in the framework of well formed constitution and by laws.

Our student union plays a significant role in imparting cultural values among the students. They are

activity involved the organising cultural programme, teachers day celebrations, cultural extra vaganza or international women's day.

Our student union provide active volunteers in all college programmes organised by different departments.

They help to bridge the gap between the students and the different administrative bodies. They provide a helping hand in managing all the inter college academic, sports and cultural activities in the beginning of our academic session.

Due to these initiatives, a healthy bond develops in institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Creating our engaged, supportive alumni network is council to our institution success. Once students leave due institution their relation with institution no longer survives. It is important to be associated with exstudents of college. We should realise that their interest and concern required for the progress of the college.

Our alumni donate their valuable time to offer career support and financial support. Financial donations enable us to provide students with facilities. We also use social media, extensive to engage with our alumni & celebrate the successes of our alumni, using technology to increase connectivity between current students and alumni. We also take their help to manage our library, and conduct practical post of the course. We also call them when we organise some event like seminars, competitions annual function etc.

Some of our alumni have contributed books, coolers, fans and other amenities' to institution to institution.

Some of them are engaged with social services extended by college for unprivileged families which their by provide a social platform to raise the profile of our college.

They pass on a positive feedback to the society and the benefit of students. It helps us to raise and maintain high standards of education by interaction and commerce.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Leadership qualities of the Principal of the institution is to shape the institution and its stakeholders. Who can help guide and make the essential large scale decisions that keep the institution moving upward.

Vision

Being the leading Girls Autonomous College in the Sagar division, our vision encompasses social transformation through women empowerment. Our objective is to evolve through collective leadership into a centre of academic excellence which, while retaining its regional roots, is able to surmount and objectify global concerns and their wide social perspective we tend to achieve a balance between academic practices, social empathy, cultural inclination and co-curricular activities so that we should gain our best in shaping young minds.

Mission

1. To facilitate budding ground for overall development to youth women belonging to different socioeconomic background.
2. To provide a wide range of subjects at under graduate level for structuring their future perspective.

Nature of Governance

We have a well constituted administrative and academic bodies with close bonding framework. Principle, in the beginning of session distributes all kind of work functions to different committees, according to member's interest and capabilities. Committee has a convener, who is senior professors with 4-5 members.

As the students strength is huge, each professor has many responsibilities, which they perform with help of nonteaching staff. Being Autonomous we have Governing Body Academic Council and Financial Council these three bodies work together, and take decisions to uplift and maintain prestige of college after healthy discussion.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Our college practices participative management and decentralization of power and central following collective leadership and democratic traditions. Our organizational structure provide extensive delegation of authority to the heads of different departments in the college. The managerial responsibilities of departmental heads are as follows -

- Overseeing the teaching plan of the department academic members.
- They are empowered to make adjustments in routine and to allot teaching, evaluation and examination duties.
- Authorized for conducting departmental meetings in order to discuss the issues and execution plans of the different programmes for the entire team.
- They are the lead planner for seminar, workshop, carrier counseling sessions, remedial classes, inter-departmental and other college academic exercises, departmental excursions and study tours.

- They conduct parent-teaching meetings in which the academic progress of the students is communicated to their guardians.
- The head of the department oversee the paper setting, moderation, evaluation and mark submission of all external examinations of the department.

For other administrative and examination related activities, we have different committees.

There is an Autonomous Cells headed by controller examination and 6 assistant controller, who oversees all the examination related activities, the evaluation process and declaration of result.

There in a post of Administrative Officer who communication with high authorities and maintains all official records and correspondences of the institution.

There is a Janbhagidari Sameeti responsible for taking decisions regarding different financial issues and disbursement and control of Janbhagidari fund.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The prime role of IQAC of an institution is to maintain the quality of education and accelerate the quality perception in all areas of institution with positive initiative, involving all stakeholders i.e. administration faculty members, students, alumnae and parents. Management policies including vision, mission and goals of an institute provides. Concrete base to form perspective plan planning is easy to make but the execution of policy in effective manner is rather crucial. During last ten years we were struggling for campus with large area and enough class rooms/class, sport complex, There the plan is :

- Better infrastructure.
- To promote research, enhancement of research facilities.

We emphasised on obtaining grants from different Government bodies like UGC, RUSA and ensured this proper absorption in relevant heads.

The planning for better information begin in 2014, our college administration contact with local administration and need some political leaders also to allocate land for new building of college. The students strength was increasing every year. Presently we are feeding 13000 students. We are accommodating them by running our college in three shifts. Following work in his regard are in proper.

- Acquire land 20 Acers
- Designing of building
- Allotment of grant from Government
- Optimal use of Govt. Grant.
- To promote research work we are publishing research journals.
- We are trying to registered our professors as Research Guide.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

ADMINISTRATIVE SET UP

The administrative set up of the college is in line with the government norms and rules.

The college is headed by the Principal. There is an Administrative

Committee to assist and advise the Principal on administrative and other matters.

Academic Staff

The teaching staff comprises of Professors, Associate Professors and Assistant Professors. Sports Officers post in college who look after all sports activities organise sports in college. Librarian is responsible for book purchase and distribute.

Non-teaching staff

The non-teaching staff includes the Librarian, Lab Assistants and Lab Attendants.

Administrative Staff

The Head Clerk, Accountant, Upper Division Clerk, Lower Division Clerk and the Support Staff constitute the Administrative staff.

Institutional Bodies

There are two main institutional bodies which take care of various functions of the college.

1. Jan Bhagidari Samiti

2. Autonomous Cell

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution takes adequate welfare measures for its teaching and non teaching staff to keep them comfortable and happy and to facilitate good working atmosphere in the college. It provides comfortable rooms, seating facilities, work tables and other necessary comfort and stationary to the staff for efficient working. The staff can take a tea break and a lunch break during the working hours. Water coolers fitted with Aqua Guard have been installed for the staff to provide clean and germ free drinking water.

The college makes provision for GIS, EPF and pension for all staff members as per the government rules. The female staff gets six (06) months maternity leave. Apart from this, the female staff can avail two years of child care leave either in one full instalment or in parts till the child attains the age of 18 years. When they join their duty after the maternity leave, they are allowed to visit their child in between the working hours for one year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

2

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

48

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Education in India is a holistic process for the attainment of continuing values in the life of each and every citizen, consistent with their ability to contribute to towards nation's development and also contribute towards creating a fair, just and equitable society of responsible citizens. Educational Institutions play a vital role in development of the human

resources in a Nation. In developing country such as India, Educational institutions are numerous in number that deploy the public funds in achieving a social objectives.

External and Internal Audit

Govt. Auto. Girls P.G. College of Excellence, Sagar has a mechanism for internal and external audit. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

19328430

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

Annual budget is allocated to the institute time to time from Govt. of MP. Institute believes in optional use of is resources we have major three resources that we use i.e. physical, financial and human resources.

Physical Resources :

We conduct exams of different our buildings, our amenities in last five years we have conducted exam :

1. PSC
2. PEB
3. Makhanlal Chaturvedi
4. Chartered Accountant
5. Company Secretary
6. Staff Selection Commission
7. Bhoj Open University

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC plays a significant role in quality management in our institution. A review meeting of IQAC is held twice a year to discuss about the quality assurance strategies and processes. Accordingly, necessary changes and new introductions are introduced in the institution to take a step further in imparting education and promoting entrepreneurship in students. In the last five years, the college has started consultancies in Tourism, Diet and Nutrition and Career Counseling as per the directives of the Government of Madhya Pradesh to generate revenue for the college. These consultancy services are open to both the students as well outsiders. They are held from 4 to 6 pm five days a week on all working days.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC committee reviews the teaching learning process, structures and methodologies of operations and learning outcomes twice a year. In these meetings, review is done on the basis of academic results, change in the behavior and response of students towards their studies or towards a particular subject, new developments in the academic field, any new courses to be introduced depending on the demand of new career options in the professional field, suggestions from parents, alumni or faculty, etc. On the basis of such review meetings, a strong need for new teaching methodology was felt other than black board and chalk. Falling in line with the latest technology, smart classes were introduced for all the faculties in the college. These smart classes facilitate the teachers and students to engage in teaching learning process with the help of audio visual aids along with live instructions. Minimum use of chalk reduces dust in the class. Smart classes help the students sitting at the back also to have a clear view of the projection on the screen and the lessons are better audible due to facility of volume adjustment. This has created more interest in the students toward their subjects and the outcome is clearly visible in the academic results. Before introducing the smart classes for the students, all the teachers were given training in an in-service training session to use the smart classes effectively.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other

A. Any 4 or all of the above

institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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 year

The very fact that this is a girls' college indicates that the girl child is given more importance. This college was set up to promote education among girls of this district. Here education does not mean being merely literate. It means an education system which will make the girl child more aware of her rights and duties, dignity and self esteem, towards the prevailing social system, and towards her own potential as an educated woman. This college aims at educating the girl child to empower her to be able to take up her own career, run her family efficiently, make her own decisions and help many other women to live a worthy and fulfilling life. Through various orientations programs and counseling sessions, the girls are made to realize that they are in no way less than boys and have a constitutional right to equality like the male members of the society. Every step is taken to boost their confidence, support them and strengthen their will power.

During the last five years, various steps have been taken towards the safety, security and other facilities for the girl students and female staff in the college. A police post has been established at the entrance gate of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy plant Wheeling to the Grid energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The college has taken adequate steps for the management of degradable as well as non degradable waste as per the norms and regulation set by the government.

There are two compost pits of 4'x4' size in the college campus. The daily regular garbage in the form of peels, vegetables, tea bags, left over stale food, dry leaves and twigs, grass, bits of paper, etc. are thrown in the compost pit to make manure for the garden. Used pens, paper, paper bags, disposable plates and cups, or nay non degradable waste etc are thrown in the dustbins provided at various points in the college. The garbage is segregated into dry waste and wet waste. The liquid waste is drained out through the drainage into the main drain of the city.

The biomedical waste from the Biology laboratory and industrial Microbiology laboratory, consisting of used needles, gloves, disposable masks, caps, slides, pincers, strains, cotton swabs.

The waste from the Chemistry lab (expired chemicals, unused chemicals, damaged and broken test tubes, broken round bottomed flasks, blotting papers, litmus papers, ash, container used for storing chemicals, etc) are collected on a daily basis in leak proof bags after neutralizing them.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution’s initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The college takes every possible step to provide a conducive environment for the healthy growth of its students. This includes tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

India is a country with diverse cultures and traditions. In our college, no discrimination related to language, caste, community, religion, economic status or state is done. All the students of a class sit together in the same classroom or lab to study and perform experiments. No difference is ever practiced among students of different castes or religions. Every student gets equal opportunity and facility to study and do other activities in the college. The college hostel also does not encourage separate boarding facilities for different religions, castes or communities. All the students are treated with equal dignity and status.

Occasionally, the college organizes fetes and fairs where stall of various kinds of regional and local delicacies are set up. Every student has the freedom to visit the stall of her choice and buy the food.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

One of the main objectives of the institution is to make the students responsible citizens of India. In pursuit of this objective, the institution provides a secular and democratic environment in the college to the students and staff. Apart from framing the academic syllabus appropriately to impart value-based education, the college organizes various activities to make the students aware of their duties, rights and responsibilities towards their families, society, nation and the world.

The conduct of the students is kept under strict vigilance in the college as well as in the hostel. They are trained and encouraged to do their bit in keeping the college premises and hostel neat and clean and maintain hygiene. The students are taught to stand in a queue at the fee counter, in the office and in the canteen without creating chaos. This helps them to follow the same conduct outside the college as well while interacting in the society. The staff and students do not indulge in any immoral conduct.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college takes every initiative to make its students capable national and global citizens. The national sentiment is always maintained. Also, all the international days as declared by the UN are observed.

National festivals like Independence Day and Republic Day are celebrated with pomp and show. Flag hoisting is done and the National anthem is sung with absolute patriotic feeling. Various cultural items like patriotic songs, dances of different states, plays with social and national message, speeches of great personalities, etc are performed by the students. On the Republic Day, the students take part in the parade at the state as well as National level. Sweets are distributed to the students and staff. The college also celebrates Gandhi Jayanti on 2nd October and Constitution Day on 26th November. The college observes Matryr's day and the whole college stands up and observes two minutes of silence in the morning from 11.00 to 11.02 minutes to pay respect to the Father of the Nation.

On National Yoga Day and International Yoga Day, the students and teachers perform Surya Namaskar in the college and take part in the Surya Namaskar organized by the state. Similarly, on all the national and international days like Health Day, Tobacco Day, Aids Day, Women's Day, Mother's Day, Literacy Day, Girl Child's Day, etc., the college makes efforts to sensitize the students towards these issues by organizing seminars, debates, elocutions, extempore, painting competitions, poster competitions, slogan writing, essay competitions, mock interviews, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1. **Skill Development Programme for Students :** Being the leading Girls College of Sagar Division. Our vision encompasses social transformation through women empowerment, we tend to achieve a balanced between academic practices and skill development. We have plan to develop skill abilities in students to make them empower. In this area we have ananged several training course. With the present education and skill levels of those already on the labour force being very low, it would be major challenge for Indian to reap its demographic advantage.
2. Most importantly regular activity can improve quality of life. There is direct relationship between diet, physical activity and health. A sedentary life style is usually associated with an increased risk of chronic disease lose of movement and decreased immune health. To prevent this physical activity and movement are extremely important. Fitness of Girls are important for their future also a strong and healthy girls can only lead to safe motherhood. Keeping this in mind we have designed 21 days training on physical fitness local gym trainer was invited to give training like aerobics exercise, yoga and use of various gym equipment available in our gym. This training programme not only enable girls to enjoy fitness and good health but also gain the knowledge of fitness and make them skilled for their future career.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Women empowerment through education and physical fitness in our prime motive. We provide education diversified in Arts, Science, Commerce and Home Science. We have organized 30 days Yoga Camp and 31 Days Karate Camp in two rotation. We have organised 5 events of sports at our college to promote involvement of students in sports activities. Karate camp is organised for women defense. Karate Camp is organised for women defense, and girls participated with enthusiasm and we repeat the same training programme again on students demand. Distinctiveness of the College

1. The Govt. (Auto.) Girls P.G.College of Excellence is the only college in Sagar division that is conferred with. (a) Autonomous status by UGC. (b) College of Excellence status by State Govt. (c) Accredited with A Grade by NAAC.

2. It is the second leading girls college of Madhya Pradesh with students strength of 13000 girls. We are the symbol of accommodating, feeding and nurturing 13000 girls with our limited resources and infrastructure. But still we are serving for betterment of half population by educating girls to enhance the quality life and social reform through education. empowerment.

3. Very scanty examples of colleges are there which have Music, Dance, Home Science, BLib/MLib programme and course. We are running such programme in interest of girls choice and taste.

Besides this we have :

1. E-Library

2. Well equipped Labs

3. BCA Course

4. BBA Programme
5. B. Lib.
6. M. Lib.
7. Post Graduate course in 15 subjects
8. Industrial Microbiology
9. Biotechnology
10. Industrial Chemistry
11. Computer Application
12. Hostel facility for 150 girls
13. Gym
14. Yoga and Judo Room.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

We develop skills like communication, organization and management. With this course we build software Programrs, system and network administrator, web designer and a range of technical experts of different fields to cater the need of software and IT industry. Subjects like Home Science, is an inter-disciplinary fields of knowledge with focus on Food and Nutrition, Resource Management, Communication and extension. Our subjects of commerce explore the statistical and analytical aspect of students inventory management data collection, analysis, projections, fund management, foreign trade, banking, managerial and entrepreneurial arena are the classical areas. E-commerce, E-marketing are the most sought after fields of this discipline. Theories of economic analysis are used for solving managerial problems and determination of business policies. Our programs are designed to produce graduates who can engage the world thoughtfully, critically and creatively. The main focus of History is to promote an understanding of human societies have evolved up to their present stage of development. It also helps our students to understand the common routes of human civilization and appreciation of basic qualities of mankind through our psychology programs. Students will know the concepts, perspectives, historical trends, empirical findings, research methods and ethics. It helps the students to develop skills in ethical behavior, complex cognitive processes and professional development.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

22

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Our course content related to professional ethics are designed in such a way that it mould our

students behavior and prepare them for professional and ethical decision making. With this knowledge, they understand and differentiate between right and wrong behavior. It develops various components among students like honesty, integrity, transparency, accountability, confidentiality, objectivity, obedience to the law.

Our curriculum includes methods to promote inclusion of women in development of all sectors including disadvantaged woman, with disabilities and other vulnerable groups. Curriculum build to meet the diverse needs of Indian women with focus to develop inclusive society.

We are also proposing to include transgender issues and their rights in the syllabus of sociology as this topic has been neglected since so many years. With topics of personal empowerment, the student will become aware of the need, competencies and skills to be developed for empowerment. Being a woman centric organization, we promote participation of women in development initiatives. Other than imparting high level academic knowledge, our organization also works for passing the value added outcomes to the society. Moral values play an important role to structure the society. It helps the students to inculcate qualities like hard work, respect for others, cooperation, compassion, kindness and forgiveness.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

17

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

2166

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1367

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

B. Any 3 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.ggpqcs.com/files/student/Feedbackform2020221.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

4900

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

3049

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Our organization arranges workshop, seminars, expert talks and tutorials for learners. We do a mid-term assessment of students learning level through Continues Cumulative Evaluation (CCE) and through the feedback of the faculty member on the basis of their overall performance in the academic sessions like responsiveness, assignment submission punctuality/proficiency in the case of students belonging to the humanities and social sciences and basic mathematical knowledge for the students of the science department are identified at the time of induction. Remedial courses (funded by the UGC) are organized for them accordingly as per the departmental requirements. Our institution provide platform to realize the potential and make the best use of it. We constantly encourage students to face real situation with more confidence. Further, faculty members revise the tough topics as per the student's requirements. For advanced learners, our college provide career counselling which could give new direction to for their career. Apart from that, advance learners are motivated to strive for higher goals, helping them to participate in group discussions, debate competitions, technical quizzes etc to develop analytical and critical thinking abilities in them and thereby to improve their presentation skills. They are given special prizes for participating in such types of programmes. Due to Covid-19 special programme for slow and advanced learner could not be organized.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2020	11101	84

File Description	Documents
Upload any additional information	View File

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:

Although we cater a large strength of students but still we try our level best to create student centric teaching environments. We being a Govt. college, has to strictly follow the syllabus prescribed by Govt. of Madhya Pradesh. As per Govt. Instructions, till 2019 we prescribed summer internship program for graduation final year students. It allows student to expand the knowledge and understanding of the fields. Helps to contact the network professional and administrators of the fields. We have also added industry Page 27/79 16-12-2021 10:30:45 Self Study Report of GOVERNMENT AUTONOMOUS GIRLS P.G. COLLEGE OF EXCELLENCE visits, excursion tours and field visits in syllabus. Since 2008, we are sending all PG students for project/internship work that is of a duration of 2 months, as per their area of interest like basic course of computer, beauty & grooming, mass-media, nutritional rehabilitation centres, tally, museum, state archaeological centre, finance handling institutions etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

From 2015 to we till date in practice of using LCD projectors, PPT's and topic specific study materials for teaching, learning. But, this COVID pandemic has arise an unexpected situation where all the physical class rooms were forced to be empty. We all put our effort to gain expertise in IT enabled

teaching platforms. As of now, we have organized 12 webinars in the current session and are conducting regular online classes during this running session. We are also providing all the e-study materials and web-links of concerning topic. We are also promoting students to utilize INFLIBNET facilities as the physical books are not being made available to them in this Covid time. Google forms are being used to collect and organize data. We are promoting all e-learning platforms like SWAYAM, e-pathshala, Diksha, Swayamprabha, Shodhganga etc.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

84

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The whole Academic Calendar for semester as well as Annual System is well distributed by Govt. of MP, Higher Education Department into the following segments - 1.Introductory Classes 2.Teaching work (Theory, Tutorials & Practical) 3.Comprehensive Cumulative Evaluation Work 4.Practical Exams 5.Pre-exam preparation leave for student 6.Semester Exam/ATKT Exam 7.Semester Break for students 8.Declaration of result. Apart from this, some extra curriculum activities are also assigned like 1. Orientation of the students, 2. Student Union Election, 3. Sports, NCC, NSS, Youth Festival & Prize distribution, Annual function. Release of Annual college magazines, Alumni meets. As we follow the prescribed program of Higher Education,

Govt. of Madhya Pradesh, strictly, we can only make minor adjustments in order to manage the unavoidable circumstances. The Annual/Semester planner for each subject are of 180 & 90 day respectively and are prepared by the concerning teacher and must be submitted in the month of July before the beginning of academic session. It is displayed in the different departments for students information purpose. There is a committee to design, manage and monitor the complete time table of different disciplines like Science, Arts, Commerce and Home Science. It depicts the time wise division of subject and it's concerning faculty along with the program for which it is conducted. A minor departmental time table is also prepared and displayed in each department separately.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

84

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

54

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

84

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Our examination system is open for reforms and we strengthen it from time to time to ensure it as full proof and address the grievances of students. The drivers for reforms in examination have been incorporated into our examination system like internship experience and project work. Tools of information technology are utilized for most of the activities associated with conduct of examination, evaluation and declaration of result. We conduct continuous internal assessment (CIA) and periodic assessment of the subject level, to keep the students meaningfully engaged into the subject content. In order to maintain the confidentiality of the question paper, we code it accordingly. Question paper is set from all the units with internal choices. Moderation of the question paper is also conducted for maintaining the standards. We have established CCTV cameras for surveillance of the whole examination duration. Encoding and decoding of the answer book is also done to maintain the confidentiality. Online filling of examination/revaluation forms helps the students and college in saving time and generation of admit cards. Revaluation system is also maintained by the college. Advanced supplementary examination and timely publication of results is done. We also practice online declaration of our result.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Programme and course outcomes for all programmes are displayed on website outcome are also mentioned in all subjects. Every year, the Board of Studies of each subject conducts a brain storming session to evaluate the course material, new topics to be added in the subject, topics which can be deleted, interdisciplinary topics, activities to be planned, etc. The objectives of the Program and Course are decided and formulated, keeping in mind the scope of the subject, creating interest in the student about the subject, research and innovations, benefits to the community/society, future applications in advanced studies, entrepreneurship opportunities, and many other related factors. These objectives are clearly framed according to the model curriculum released by UGC and stated on the college website (mention college website and the subheading under which the objectives of the Programs are stated) for the students and parents to view. Change in the syllabus is done according to the local/regional needs or demands also. Apart from this, a meeting is organized for the teachers in which these objectives and the other related topics are discussed in detail. A printed hand-out is given to each teacher for personal reference. Their views, suggestions and feedbacks are also taken and considered before finalizing the syllabus. Any upgradation needed in the resources is also discussed and necessary action is taken. It is ensured that the Program outcomes and Course Outcomes are attained successfully.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

At the end of every academic session, an honest and transparent evaluation is done to see whether the objectives set at the beginning of the session have been achieved or not. Various methods are adopted to measure the attainment of Program Outcomes, Program specific Outcomes and Course Outcomes. The most important and popular method is the annual academic result of the students in the examination. The rate of success in the

examination determines the attainment of the academic objective of the Program and Course. Village Kanhera, which has been adopted by the college, is also visited by the students. They discuss the various issues of the villagers and help them in solving their problems. (upload photos). Another method of measuring the attainment of Program Outcomes is the feedback method Feedback is taken from the students and parents and a systematic record of these feedbacks is maintained. During the Parent Teacher Meetings, the parents give their feedback about the progress of their ward. This is used as a tool to evaluate the success of the Program and Course.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

4237

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://www.gpgcs.com/files/student/Feedbackform2020221.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented as NAAC criterion 3. The institution promotes research activities for students as well as the lecturers and professors. To promote researches, the college has taken adequate care to provide a vast library with a stock of books, dictionaries, encyclopaedias, periodicals, research journals, newsletters, well equipped science labs, computer labs, audio-visual room, and a team of competent staff comprising of the Heads of the Departments, lecturers, professors and the library staff.

Several departments have research methodology and statistics in their PG syllabus. Under the guidance of the faculties, the students undertake various topics for research which cover various issues of their subject.

The institution assists the faculty by providing seed money upto Rs. 50000.00 to carry out their Minor Research Project. The institution also reimburses the registration fee for faculty members to attend seminar or conference to promote participation in research activities. The institution also provides physical facilities as well as technical assistance to carry out research activities. College publish a quarterly multidisciplinary peer reviewed journal "Research Times" since 2014.

In all the researches, the objective of the study might be related to the subject, but the final outcome is always aimed at benefitting the society directly or indirectly.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.gppgcs.com/files/research/ResearchPolicyGDC.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

210000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

8

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

A perfect ecosystem for education means the ideal combination of the norms and principles laid down by the government, rightly implemented by the institution to provide an ideal educational environment to the students and the utility of imparted education in the society.

The students are given various projects to be done in a creative manner using latest technology, flow charts, pictures, photographs, audio and video clips, etc. In some subjects, the students prepare working models to get a hands-on experience.

In today's world, the real challenge for the student is not just to score good marks, but to make a place in the society and the professional world; an exposure to this kind of real environment becomes absolutely necessary. This is where entrepreneurship and community orientation find a prominent place in our education methodology. We are trying to produce future ready graduates and post graduates by engaging them in highly experimental and entrepreneurial activities like

workshops, visits to various factories, showing them documentaries, etc. Such exposure helps the students to get acquainted with the practical aspect of what they learn in the classroom.

The students are asked to collect information on a given topic and then discussions, seminars and speeches are organized and the teacher and taught learn from each other through a highly intellectual interaction. Students transfer acquired knowledge to society through extension services upto village level. They also serve at old age home, orphanage home etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

16

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

41

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The aim of education in or college is not just academic excellence, but also all round development of the student in terms of awareness and sensitivity towards the society and the nation. Various activities other than the curriculum are carried out as part of extension programs to provide hands on experience to the students in delivering community services.

The college boasts of 03 units of NSS (National Service Scheme) and NCC. The student volunteers visit villages and slums to conduct survey and study the various problems of the residents

of that locality. They try to upgrade the residents about the new social and religious trends and educate them on issues related to agriculture, energy, environment, sanitation, nutrition, blind faith, taboos, gender equality, education and literacy.

To execute their activities and for financial support, they collaborate with the NGOs to work on schemes and projects like Beti Bachao Beti Padhao, consumer rights and protection, human rights, fundamental rights, Swachchha Bharat, skill development, domestic violence, alcoholism, juvenile delinquency, etc.

The college has adopted a village called 'Kanera' near Sagar.

Blood donation camps are regularly organized by the college in the urban as well as rural area. Free medical consultation and medicines are provided.

The Sports Department of the college organizes Yoga and Karate classes regularly to promote health and fitness among the students as well the local communities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ggpgcs.com/files/notifications/pdf/ExtensionActivity202021.pdf

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

8

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution

through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

55

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

5320

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

22

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

The college has adequate infrastructure and physical facilities for teaching-learning as per minimum specified requirement by statutory bodies. The college has a sprawling campus of 3 acres with a magnificent two storied building. It has 32 classrooms. These classrooms are spacious and well ventilated and can accommodate 100 students at a time. Out of these classrooms, 3 classrooms are smart classes, 3 for each faculty, with a smart board, projector, screen, CPU unit with compatibility for using the latest USB devices. The college has a Principal's chamber, an office, a reception area, departmental staff rooms, two covered auditoriums, one open auditorium, canteen, toilets for students, toilets for staff, and other basic amenities. The library has comfortable tables and chairs for the students to make reading easy and enjoyable. The library is centrally located to make it easily accessible to all the departments. The Departments of Botany, Zoology, Physics, Chemistry, Home Science, Geography, Psychology, Computer Application, Industrial Microbiology, biotechnology and Industrial Chemistry have a well equipped laboratory with the latest equipments, a computer and a printer. All the labs have fire extinguishers and first aid kit. Furniture, electrical and electronic equipments etc. according to the required specifications. The Computer Application lab has 100 computers. These computers have the programs, computing language, software, hardware, etc installed suitable for the prescribed syllabus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

The college has one covered auditoriums and one open auditorium to conduct cultural programs, seminars, conferences, meetings, etc. These auditoriums are equipped with modern light and sound systems, projectors, audio visual systems, green rooms, good acoustic system, speakers and proper seating arrangement. The music department has a large room equipped with musical instruments like harmonium, table, dholak, sitar, veena, flute, violin, synthesizer, octopad, bongo, guitar, etc. The dance department has a large room to comfortably teach solo dance as well as group dance. The college has a vast sports complex with facility to seat spectators at a time. There are separate rooms for various indoor games like wrestling, Table Tennis, Chess, Carom board, for recreation etc. Table Tennis, nets, Chess board are provided to the students to gain proficiency in the game. Shuttle Cocks, Volleyball, Football and nets are provided to the students for playing Volley Ball, Basket Ball, etc. Hockey, Javelin, Short put and other outdoor games are also encouraged. There is a separate Yoga Centre in the college where Pranayam, Asana and meditation are taught to the students. The college has a well equipped modern gymnasium with a treadmill, Jogger, Bench Press, static cycler, twister and weightlifting equipments. The music, dance, sports and yoga departments have qualified and experienced teachers to train the students on a regular basis.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.gqpgcs.com/files/sports/pdf/2021_412.pdf

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

1411271

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Central Library was using SOUL 2.0 (Software for University Libraries) for library automation. which is developed by the INFLIBNET Centre in India. This software serves as an Integrated Library Management System (ILMS) designed to help libraries manage their resources and provide improved services to users. The SOUL 2.0 is using for the various functionalities of the libraries such as : Cataloguing and Classification, Circulation Management, Electronic Resource Management, User Authentication, Reports and Analytics.

Central Library holds print collection of which includes 65000 books, 5 print journals. Its database is maintained in the N-List server and the bibliographic information of each collection can be accessed from any corner of the world through Web OPAC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

347314

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

8

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has technical equipments like computers, internet, peripheral equipments, servers, and applications, for the smooth and quick functioning of the office and administration and to facilitate state-of-the-art teaching-learning process. Every department, office, library and the computer laboratory are equipped with computers and a printer-scanner-photocopier.

The IT Policy of the college defines the rules, regulations and norms for the ethical use of these equipments. It also covers proper maintenance of the equipments. It also ensures the availability, confidentiality, integrity, safety and security of the data and information. The IT Policy of the college covers the following points:

- The equipments, services, hardware and software are purchased by the college in consultation with the IT department of the college along with the administration regarding the quality, brand, cost effectiveness and sustainability of the equipment.
- Basic training and guidance is given to the staff to use and operate these equipments.
- The college has internet band width from Jio. It is an unlimited plan with a bandwidth availability of 100 mbps. A budget of Rs. 2.25 lakhs per annum is sanctioned for the purchase and maintenance of wi-fi system.
- Quick Heal and Net Protector anti-virus systems are installed in the computers for security against malware and data corruption. A budget of Rs 3 Lacs per annum is allocated for internet security.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
798	45

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. 250 Mbps
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File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	E. None of the above
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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

19273868

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The Departments of Botany, Zoology, Physics, Chemistry, Home Science, Geography, Psychology, Computer Application, Industrial Microbiology, biotechnology and Industrial Chemistry have a well equipped laboratory with the latest equipments, a computer and a printer. All the labs have fire extinguishers and first aid kit.

The library conducts its annual stock verification where the entire library stock is checked. The books under loss are listed, the damaged books are sent for binding and books which are obsolete, no longer needed due to change in syllabus or too worn out are withdrawn from the library stock. The old news papers, magazines and periodicals are sold and the amount earned thereof is submitted in the Accounts Department.

The sports complex includes a vast sports ground and a sports room. The sports ground is kept free of grass and stones to ensure safe and joyful playing. Water is sprinkled on the ground to avoid too much dust to rise during the sports activities. The ground has a cricket pitch, nets and courts for net games, tracks marked for sprints and hurdle races, etc.

The Yoga centre has a carpet on the floor along with yoga mats and some equipment needed for performing the asanas like chairs, bands, cushions, etc. Some of the maintenance of the college is done by the support staff of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

10804

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://ggpgcs.com/files/activity/513outr eachact.pdf
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

517

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

1872

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

0

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year**

9

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

In order to nurture potential leadership skills and to protect the genuine interest and welfare of the students, we have a well structured student union body. Although since 2018, HE Department is not conducting any direct active election in

Govt. Colleges of Madhya Pradesh. However our institution is constituting students union on merit basis.

They help to share ideas, concerns, interests and issues with our administrative bodies. This student council work with in the framework of well formed constitution and by laws.

Our student union plays a significant role in imparting cultural values among the students. They are

activity involved the organising cultural programme, teachers day celebrations, cultural extra vaganza or international women's day.

Our student union provide active volunteers in all college programmes organised by different departments.

They help to bridge the gap between the students and the different administrative bodies. They provide a helping hand in managing all the inter college academic, sports and cultural activities in the beginning of our academic session.

Due to these initiatives, a healthy bond develops in institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

73

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Creating our engaged, supportive alumni network is council to our institution success. Once students leave due institution their relation with institution no longer survives. It is important to be associated with exstudents of college. We should realise that their interest and concern required for the progress of the college.

Our alumni donate their valuable time to offer career support and financial support. Financial donations enable us to provide students with facilities. We also use social media, extensive to engage with our alumni & celebrate the successes of our alumni, using technology to increase connectivity between current students and alumni. We also take their help to manage our library, and conduct practical post of the course. We also call them when we organise some event like seminars, competitions annual function etc.

Some of our alumni have contributed books, coolers, fans and other amenities' to institution to institution.

Some of them are engaged with social services extended by college for unprivileged families which their by provide a social platform to raise the profile of our college.

They pass on a positive feedback to the society and the benefit of students. It helps us to raise and maintain high standards of education by interaction and commerce.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Leadership qualities of the Principal of the institution is to shape the institution and its stakeholders. Who can help guide and make the essential large scale decisions that keep the institution moving upward.

Vision

Being the leading Girls Autonomous College in the Sagar division, our vision encompasses social transformation through women empowerment. Our objective is to evolve through collective leadership into a centre of academic excellence which, while retaining its regional roots, is able to surmount and objectify global concerns and their wide social perspective we tend to achieve a balance between academic practices, social empathy, cultural inclination and co-curricular activities so that we should gain our best in shaping young minds.

Mission

1. To facilitate budding ground for overall development to youth women belonging to different socioeconomic background.
2. To provide a wide range of subjects at under graduate level for structuring their future perspective.

Nature of Governance

We have a well constituted administrative and academic bodies with close bonding framework. Principle, in the beginning of session distributes all kind of work functions to different committees, according to member's interest and capabilities. Committee has a convener, who is senior professors with 4-5 members.

As the students strength is huge, each professor has many

responsibilities, which they perform with help of nonteaching staff. Being Autonomous we have Governing Body Academic Council and Financial Council these three bodies work together, and take decisions to uplift and maintain prestige of college after healthy discussion.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Our college practices participative management and decentralization of power and central following collective leadership and democratic traditions. Our organizational structure provide extensive delegation of authority to the heads of different departments in the college. The managerial responsibilities of departmental heads are as follows -

- Overseeing the teaching plan of the department academic members.
- They are empowered to make adjustments in routine and to allot teaching, evaluation and examination duties.
- Authorized for conducting departmental meetings in order to discuss the issues and execution plans of the different programmes for the entire team.
- They are the lead planner for seminar, workshop, carrier counseling sessions, remedial classes, inter-departmental and other college academic exercises, departmental excursions and study tours.
- They conduct parent-teaching meetings in which the academic progress of the students is communicated to their guardians.
- The head of the department oversee the paper setting, moderation, evaluation and mark submission of all external examinations of the department.

For other administrative and examination related activities, we

have different committees.

There is an Autonomous Cells headed by controller examination and 6 assistant controller, who oversees all the examination related activities, the evaluation process and declaration of result.

There in a post of Administrative Officer who communication with high authorities and maintains all official records and correspondences of the institution.

There is a Janbhagidari Sameeti responsible for taking decisions regarding different financial issues and disbursement and control of Janbhagidari fund.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The prime role of IQAC of an institution is to maintain the quality of education and accelerate the quality perception in all areas of institution with positive initiative, involving all stakeholders i.e. administration faculty members, students, alumnae and parents. Management policies including vision, mission and goals of an institute provides. Concrete base to form perspective plan planning is easy to make but the execution of policy in effective manner is rather crucial. During last ten years we were struggling for campus with large area and enough class rooms/class, sport complex, There the plan is :

- Better infrastructure.
- To promote research, enhancement of research facilities.

We emphasised on obtaining grants from different Government bodies like UGC, RUSA and ensured this proper absorption in relevant heads.

The planning for better information begin in 2014, our college administration contact with local administration and need some political leaders also to allocate land for new building of college. The students strength was increasing every year. Presently we are feeding 13000 students. We are accommodating them by running our college in three shifts. Following work in his regard are in proper.

- Acquire land 20 Acers
- Designing of building
- Allotment of grant from Government
- Optimal use of Govt. Grant.
- To promote research work we are publishing research journals.
- We are trying to registered our professors as Research Guide.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

ADMINISTRATIVE SET UP

The administrative set up of the college is in line with the government norms and rules.

The college is headed by the Principal. There is an Administrative Committee to assist and advise the Principal on administrative and other matters.

Academic Staff

The teaching staff comprises of Professors, Associate Professors and Assistant Professors. Sports Officers post in college who look after all sports activities organise sports in college. Librarian is responsible for book purchase and distribute.

Non-teaching staff

The non-teaching staff includes the Librarian, Lab Assistants and Lab Attendants.

Administrative Staff

The Head Clerk, Accountant, Upper Division Clerk, Lower Division Clerk and the Support Staff constitute the Administrative staff.

Institutional Bodies

There are two main institutional bodies which take care of various functions of the college.

1. Jan Bhagidari Samiti

2. Autonomous Cell

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution takes adequate welfare measures for its teaching and non teaching staff to keep them comfortable and happy and to facilitate good working atmosphere in the college. It provides comfortable rooms, seating facilities, work tables and other necessary comfort and stationary to the staff for efficient working. The staff can take a tea break and a lunch break during the working hours. Water coolers fitted with Aqua Guard have been installed for the staff to provide clean and germ free drinking water.

The college makes provision for GIS, EPF and pension for all staff members as per the government rules. The female staff gets six (06) months maternity leave. Apart from this, the female staff can avail two years of child care leave either in one full instalment or in parts till the child attains the age of 18 years. When they join their duty after the maternity leave, they are allowed to visit their child in between the working hours for one year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

2

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

48

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Education in India is a holistic process for the attainment of continuing values in the life of each and every citizen, consistent with their ability to contribute to towards nation's

development and also contribute towards creating a fair, just and equitable society of responsible citizens. Educational Institutions play a vital role in development of the human resources in a Nation. In developing country such as India, Educational institutions are numerous in number that deploy the public funds in achieving a social objectives.

External and Internal Audit

Govt. Auto. Girls P.G. College of Excellence, Sagar has a mechanism for internal and external audit. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

19328430

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

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

Annual budget is allocated to the institute time to time from Govt. of MP. Institute believes in optional use of is resources we have major three resources that we use i.e. physical, financial and human resources.

Physical Resources :

We conduct exams of different our buildings, our amenities in last five years we have conducted exam :

1. PSC
2. PEB
3. Makhanlal Chaturvedi
4. Chartered Accountant
5. Company Secretary
6. Staff Selection Commission
7. Bhoj Open University

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC plays a significant role in quality management in our institution. A review meeting of IQAC is held twice a year to discuss about the quality assurance strategies and processes. Accordingly, necessary changes and new introductions are introduced in the institution to take a step further in imparting education and promoting entrepreneurship in students. In the last five years, the college has started consultancies in Tourism, Diet and Nutrition and Career Counseling as per the directives of the Government of Madhya Pradesh to generate revenue for the college. These consultancy services are open to both the students as well outsiders. They are held from 4 to 6 pm five days a week on all working days.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC committee reviews the teaching learning process, structures and methodologies of operations and learning outcomes twice a year. In these meetings, review is done on the basis of academic results, change in the behavior and response of students towards their studies or towards a particular subject, new developments in the academic field, any new courses to be introduced depending on the demand of new career options in the professional field, suggestions from parents, alumni or faculty, etc. On the basis of such review meetings, a strong need for new teaching methodology was felt other than black board and chalk. Falling in line with the latest technology, smart classes were introduced for all the faculties in the college. These smart classes facilitate the teachers and students to engage in teaching learning process with the help of audio visual aids along with live instructions. Minimum use of chalk reduces dust in the class. Smart classes help the students sitting at the back also to have a clear view of the projection on the screen and the lessons are better audible due to facility of volume adjustment. This has created more interest in the students toward their subjects and the outcome is clearly visible in the academic results. Before introducing the smart classes for the students, all the teachers were given training in an in-service training session to use the smart classes effectively.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution

A. Any 4 or all of the above

Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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 year

The very fact that this is a girls' college indicates that the girl child is given more importance. This college was set up to promote education among girls of this district. Here education does not mean being merely literate. It means an education system which will make the girl child more aware of her rights and duties, dignity and self esteem, towards the prevailing social system, and towards her own potential as an educated woman. This college aims at educating the girl child to empower her to be able to take up her own career, run her family efficiently, make her own decisions and help many other women to live a worthy and fulfilling life. Through various orientations programs and counseling sessions, the girls are made to realize that they are in no way less than boys and have a constitutional right to equality like the male members of the society. Every step is taken to boost their confidence, support them and strengthen their will power.

During the last five years, various steps have been taken towards the safety, security and other facilities for the girl students and female staff in the college. A police post has been established at the entrance gate of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The college has taken adequate steps for the management of degradable as well as non degradable waste as per the norms and regulation set by the government.

There are two compost pits of 4'x4' size in the college campus. The daily regular garbage in the form of peels, vegetables, tea bags, left over stale food, dry leaves and twigs, grass, bits of paper, etc. are thrown in the compost pit to make manure for the garden. Used pens, paper, paper bags, disposable plates and cups, or nay non degradable waste etc are thrown in the dustbins provided at various points in the college. The garbage is segregated into dry waste and wet waste. The liquid waste is drained out through the drainage into the main drain of the city.

The biomedical waste from the Biology laboratory and industrial Microbiology laboratory, consisting of used needles, gloves, disposable masks, caps, slides, pincers, strains, cotton swabs.

The waste from the Chemistry lab (expired chemicals, unused chemicals, damaged and broken test tubes, broken round bottomed flasks, blotting papers, litmus papers, ash, container used for storing chemicals, etc) are collected on a daily basis in leak proof bags after neutralizing them.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

<p>7.1.6.1 - The institution’s initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3.Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</p>	<p>A. Any 4 or all of the above</p>
--	--

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The college takes every possible step to provide a conducive environment for the healthy growth of its students. This includes tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

India is a country with diverse cultures and traditions. In our college, no discrimination related to language, caste, community, religion, economic status or state is done. All the students of a class sit together in the same classroom or lab to study and perform experiments. No difference is ever practiced among students of different castes or religions. Every student gets equal opportunity and facility to study and do other activities in the college. The college hostel also does not encourage separate boarding facilities for different religions, castes or communities. All the students are treated with equal dignity and status.

Occasionally, the college organizes fetes and fairs where stall of various kinds of regional and local delicacies are set up. Every student has the freedom to visit the stall of her choice and buy the food.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

One of the main objectives of the institution is to make the students responsible citizens of India. In pursuit of this objective, the institution provides a secular and democratic environment in the college to the students and staff. Apart from framing the academic syllabus appropriately to impart value based education, the college organizes various activities to make the students aware of their duties, rights and responsibilities towards their families, society, nation and the world.

The conduct of the students is kept under strict vigilance in the college as well as in the hostel. They are trained and encouraged to do their bit in keeping the college premises and hostel neat and clean and maintain hygiene. The students are taught to stand in a queue at the fee counter, in the office and in the canteen without creating chaos. This helps them to follow the same conduct outside the college as well while interacting in the society. The staff and students do not indulge in any immoral conduct.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college takes every initiative to make its students capable national and global citizens. The national sentiment is always maintained. Also, all the international days as declared by the UN are observed.

National festivals like Independence Day and Republic Day are celebrated with pomp and show. Flag hoisting is done and the National anthem is sung with absolute patriotic feeling. Various cultural items like patriotic songs, dances of different states, plays with social and national message, speeches of great personalities, etc are performed by the students. On the Republic Day, the students take part in the parade at the state as well as National level. Sweets are distributed to the students and staff. The college also celebrates Gandhi Jayanti on 2nd October and Constitution Day on 26th November. The college observes Martyr's day and the whole college stands up and observes two minutes of silence in the morning from 11.00 to 11.02 minutes to pay respect to the Father of the Nation.

On National Yoga Day and International Yoga Day, the students and teachers perform Surya Namaskar in the college and take part in the Surya Namaskar organized by the state. Similarly, on all the national and international days like Health Day, Tobacco Day, Aids Day, Women's Day, Mother's Day, Literacy Day, Girl Child's Day, etc., the college makes efforts to sensitize the students towards these issues by organizing seminars, debates, elocutions, extempore, painting competitions, poster competitions, slogan writing, essay competitions, mock interviews, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1. **Skill Development Programme for Students** : Being the leading Girls College of Sagar Division. Our vision encompasses social transformation through women empowerment, we tend to achieve a balanced between academic practices and skill development. We have plan to develop skill abilities in students to make them empower. In this area we have ananged several training course. With the present education and skill levels of those already on the labour force being very low, it would be major challenge for Indian to reap its demographic advantage.
2. Most importantly regular activity can improve quality of life. There is direct relationship between diet, physical activity and health. A sedentary life style is usually associated with an increased risk of chronic disease lose of movement and decreased immune health. To prevent this physical activity and movement are extremely important. Fitness of Girls are important for their future also a strong and healthy girls can only lead to safe motherhood. Keeping this in mind we have designed 21 days training on physical fitness local gym trainer was invited to give training like aerobics exercise, yoga and use of various gym equipment available in our gym. This training programme not only enable girls to enjoy fitness and good health but also gain the knowledge of fitness and make them skilled for their future career.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Women empowerment through education and physical fitness in our prime motive. We provide education diversified in Arts, Science, Commerce and Home Science. We have organized 30 days Yoga Camp and 31 Days Karate Camp in two rotation. We have organised 5 events of sports at our college to promote involvement of students in sports activities. Karate camp is organised for women defense. Karate Camp is organised for women defense, and girls participated with enthusiasm and we repeat the same training programme again on students demand.

Distinctiveness of the College

1. The Govt. (Auto.) Girls P.G.College of Excellence is the only college in Sagar division that is conferred with. (a) Autonomous status by UGC. (b) College of Excellence status by State Govt. (c) Accredited with A Grade by NAAC.

2. It is the second leading girls college of Madhya Pradesh with students strength of 13000 girls. We are the symbol of accommodating, feeding and nurturing 13000 girls with our limited resources and infrastructure. But still we are serving for betterment of half population by educating girls to enhance the quality life and social reform through education. empowerment.

3. Very scanty examples of colleges are there which have Music, Dance, Home Science, BLib/MLib programme and course. We are running such programme in interest of girls choice and taste.

Besides this we have :

1. E-Library

2. Well equipped Labs

3. BCA Course
4. BBA Programme
5. B. Lib.
6. M. Lib.
7. Post Graduate course in 15 subjects
8. Industrial Microbiology
9. Biotechnology
10. Industrial Chemistry
11. Computer Application
12. Hostel facility for 150 girls
13. Gym
14. Yoga and Judo Room.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future Plan

To explore possibilities for active industry participation.

Develop interactive feedback and expert analysis.

Programmes to facilitate career opportunities for students.

Organize national and international workshops, conferences and seminars.

The college follows teacher-guardian scheme under which every teacher is allotted the guardianship of about 140 students. Two meetings with the parents of these students are held in which

the problems faced by their children or any suggestions are discussed and noted down in a register maintained by the teacher.

- Development of MOOC.
- Shifting in new building.
- Arrangement of Labs with latest equipments & tools.
- Planning of Transport (Bus) operative for students.
- Organisation of National/International Seminars.
- Training for Teaching/Non Teaching Staff.
- Consultancy Initiation.
- Extensive Community Work.

Concluding Remarks

Although we have small campus and limited resources, the paucity of space for nurturing about 13000 students, even previous NAAC acknowledged that as an institution we make "maximum utilization of minimum available space". We are aware of our duties towards building an eco-friendly mode of living and inculcating a sense to conserve the environment among our students. We have also declared our campus a plastic free zone.