AMBAH POST GRAUDUATE AUTONOMOUS COLLEGE, AMBAH(MORENA) M.P

The Annual Quality Assurance Report (AQAR) of the IQAC

July 01.2015 to June 30. 2016

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> AMBAH POST GRAUDUATE AUTONOMOUS COLLEGE

1.2 Address Line 1

> OPPOSITE TEHSIL

Address Line 2

> MORENA ROAD

City/Town

> AMBAH, MORENA

State

> MADHYA PRADESH

Pin Code

> 476111

Institution e-mail address

> principal.pgc.ambah@gmail.com

Contact Nos.

> 07538-275635

Name of the Head of the Institution:

> Dr. Shivraj Singh Tomar

Tel. No. with STD Code:

> 07538-275635

Mobile:

> 9754540782

Name of the IQAC Co-ordinator: Dr. V.K. Jain

Mobile: 9977986444

IQAC e-mail address: principal.pgc.ambah@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   MPCOGN13715

1.4 **NAAC Executive Committee No. & Date:**   EC(SC)/01/RAR/59 dated 05-05-2014
      (For Example EC/32/A&A/143 dated 3-5-2004.
      This EC no. is available in the right corner- bottom
      of your institution's Accreditation Certificate)

1.5 Website address: www.ambahpgcollege.org

Web-link of the AQAR: http:/www.pgcollegeambah.org/aqar2014-15.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.31	2009	2014
2	2nd Cycle	B	2.30	2014	2019
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   12/09/2008

1.8 AQAR for the year *(for example 2010-11)*   2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

    i. AQAR 2012-13____ 26/10/2013 (DD/MM/YYYY)

    ii. AQAR 2013-14____ 28/06/2014 (DD/MM/YYYY)

    iii. AQAR 2014-15 ____ 30/06/2015 (DD/MM/YYYY)

1.10 Institutional Status

    University   State [✓]   Central [ ]   Deemed [ ]   Private [ ]

    Affiliated College   Yes [✓]   No [ ]

    Constituent College   Yes [ ]   No [✓]

    Autonomous College of UGC   Yes [✓]   No [ ]

    Regulatory Agency approved Institution   Yes [✓]   No [ ]

    (eg. AICTE, BCI, MCI, PCI, NCI)

    Type of Institution   Co-education [✓]   Men [ ]   Women [ ]

                       Urban [✓]   Rural [ ]   Tribal [ ]

    Financial Status   Grant-in-aid [✓]   UGC 2(f) [✓]   UGC 12B [✓]

                       Grant-in-aid + Self Financing [✓]   Totally Self-financing [ ]

.11 Type of Faculty/Programme

    Arts [✓]   Science [✓]   Commerce [✓]   Law [ ]   PEI (Phys Edu) [ ]

    TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

    Others   (Specify)   [.]

1.12 Name of the Affiliating University *(for the Colleges)*   [JIWAJI UNIVERSITY, GWALIOR]

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

    Autonomy by State/Central Govt. / University   [✓]

University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers   8

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and

    community representatives   1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts   1

2.9 Total No. of members   14

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.   Faculty   02

        Non-Teaching Staff Students   02   Alumni   1   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes   No   ✓

  If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [ ] International [ ] National [ ] State [ ] Institution Level [ ]

(ii) Themes | ICT and its Relevance in Higher Education, Smart class and Interactive Board Training.

2.14 Significant Activities and contributions made by IQAC

1. Awareness Programmes organized related to Higher Education, Promotion of pollution free atmosphere ,Energy Conservation , Use of Interactive Techniques in class rooms and Cashless and digital transitions .

2. Feedback Collected from Students and visitors during the session.

3. Continuance of Research journals from the departments of Geography and Economics.

4. Academic Audit was Conducted by the principal with the help of IQAC and concerning heads by forming various committees.

5. Various Cultural, Literary and Scientific activities were conducted under the directives of IQAC.

6. Principal's meet.

2.15 Plan of Action by IQAC/Outcome

 The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Remedial classes for weaker sections and needy Students	Remedial Classes were not organized as fund is not released by UGC
Academic Audit of the department	Academic Audit was done by the Principal with the help of IQAC and self appraisal report was collected from the staff and the teachers
Training Programme for use of Interactive Boards	Held for seven days

 * Attach the Academic Calendar of the year as Annexure.

[✓]   [ ]

2.15 Whether the AQAR was placed in statutory body   Yes   No

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Management was informed of the relevance and significance of IQAC and its role in the process of academic enhancement.

Teachers were notified of the outcome of the feedback from different stakeholders alongwith suggestions for improvement.

Different activities In-charge were asked to make their programmes to help the students to become more fit in the present global set-up.

Efforts are made to enhance outreach activities.

More emphasis is laid upon innovative activities.

Emphasis is also laid upon extension activities.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	03			
PG	06			
UG	04		01	
PG Diploma	01		01	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	14		02	

Interdisciplinary				
Innovative				

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options : Designed by Department of Higher Education, M.P.

   (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11 (All UG , PG & Diploma)
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders*   Alumni [ ]   Parents [ ]   Employers [✓]   Students [✓]
   (On all aspects)

      Mode of feedback   :   Online [ ]   Manual [✓]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabi is Centrally framed by the Department of H.E., Government of M.P.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	09	-	01	

2.2 No. of permanent faculty with Ph.D.

09

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
12*								12	

*Appointed under 28(17)(2) of college code & confirmed

2.4 No. of Guest and Visiting faculty and Temporary faculty

-          19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	08	--
Presented papers	--	01	--
Resource Persons	--	--	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Computer based skill Development Programme.

Inter - departmental knowledge exchange programme.

Awareness programme on cashless and digital transitions.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

photocopy is supplied on demand

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| 40 | - | - |

2.10 Average percentage of attendance of students | 85% |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. VI Sem	23	-	8	13		91.3%
B.C.A. VI Sem	3	-	3			100.00%
B.Com. VI Sem	15	-	3	12		100.00%
B.Sc. VI Sem	139	2	83	32		82.73%
M.A. ECO. IV Sem	7	-	7			100.00%
M.A. GEO. IV Sem	9	2=22%	9			100.00%
M.A. HINDI. IV Sem	1	-	1			100.00%
M.Sc. CHEM IV Sem	16	-	16			100.00%
M.Sc. MATH IV Sem	14	2=14%	9	2		78.57%
M.Sc. ZOOL. IV Sem	4	1=25%	4			100.00%
PGDCA II Sem	21	-	14	3		80.95%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

1. By Inter-departmental meetings with the heads and the teacher on various academic issues,

2. By promoting beneficial schemes to students and teachers,

3. By conducting academic audit of various departments,

4. By making staff Computer literate

5. By proposing various methods (like Discussion, open forum etc) to make the teaching more student friendly

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	01
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	01
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09(including peons)	10	Nil	15
Technical Staff	2	11	Nill	04

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Focus of the Orientation programme was mainly on research methodology and the relevance of the work in the present global scenario

2. While purchasing equipments/apparatus for various, emphasis is laid upon in their relevance in the modern setup for research activites.

3. Recommendations were made to provide more facilities along with financial assistance to the researchers.

4. More provisions are requested to be made to provide more leaves for research work.

5. More fieldwork programmes were encouraged.

6. Visit of the places of academic interest/significance proposed for the research purpose and tried to campus placement of science graduate.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals		13	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [ ]   Average [✓]   h-index [ ]   Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. [-]   Chapters in Edited Books [-]

ii) Without ISBN No. [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [✓]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy [Nil]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [02]

3.13 No. of collaborations   International [ ]   National [ ]   Any other [ ]

3.14 No. of linkages created during this year [ ]

3.15 Total budget for research for current year in lakhs :

From Funding agency [ ]   From Management of University/College [ ]

Total [ ]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions   received by faculty and research fellows
      Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
      who are Ph. D. Guides   04
      and students registered under them   10

3.19 No. of Ph.D. awarded by faculty from the Institution   03

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other [ ]

3.21 No. of students Participated in NSS events: Boys Unit = 135 , Girls =197

University level [ ]   State level [02]

National level [ ]   International level [ ]

3.22 No. of students participated in NCC events: Company =160, Pl (Boys)=53(Girls)=53 -- Total=266

University level [ ]   State level [65]

National level [30]   International level [ ]

3.23 No. of Awards won in NSS:

University level [ ]   State level [ ]

National level [ ]   International level [ ]

3.24 No. of Awards won in NCC: B certificate=SD 88% , C certificate=SD 12%

University level [   ]   State level [   ]

National level [   ]   International level [   ]

3.25 No. of Extension activities organized

University forum [   ]   College forum [   ]

NCC [   ]   NSS [   ]   Any other [   ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Plantation programme -- 15.08.2015

- Green city- Clean city Rally-- 01.10.2015

- Old Age Day-- 01.10.2015

- International Yoga day-- 21.06.2016

- Carrier Awarness Program

- AIDS Awarness Program

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.1Acre	-	Donation & IGC	5.1Acre
Class rooms	20	-	UGC	20
Laboratories	16	-	UGC	16
Seminar Halls	02	-	UGC	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			Nil	
Value of the equipment purchased during the year (Rs. in Lakhs)			Nil	
Others				

4.2 Computerization of administration and library

* Main office is well equipped with computers, printers, photocopiers and fax

* The entire campus is under surveillance of CCTV

* All departments are interconnected with PBX

* All departments are connected to NWRC with internet (BB, office through Wi-Fi)

* All PG departments have interactive boards and the allied system of smart class

* Library is equipped with INFLIBNET system with soul 2 Soft ware

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books	42322	-	-	-	42322	-
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	147	03	yes BSNL BB	01	01	04	All the departments	language Lab
Added								
Total	147	03	BSNL BB	01	01	04	All the dept.	Lang. Lab

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

* Seven Day Training Programme for Operation of Smart Class , Interactive Board and Computer Basics for teachers, Non- teaching staff.

* Nearly all the teacher are provided with computers

* Networking programme

* Smart Board teaching

4.6 Amount spent on maintenance in lakhs :

i) ICT   -

ii) Campus Infrastructure and facilities   -

iii) Equipments   -

iv) Others   -

Total :   -

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

* In the Principal's meet, it was emphasized to organize various programmes in such a manner that can provide more exposure to the Students

* For internship programme student are sent to various institutions to teach junior class students so that they can lean practical difficulties in teaching

* Though extension activities students are made familiar with how they can come close to community

5.2 Efforts made by the institution for tracking the progression

* Eminent People from the alumni were invited for student's councelling session to guide them for their future course of action

* Through career and Guidance Cell Students are told about various career and job opportunities

* The Alumni Association keeps Constant touch with alumni

* Emphasis is laid on personality development of the students. Platforms of NCC, NSS, and Red Cross are used for the purpose

* The Placement Cell regularly organizes brief training programmes for students

5.3 (a) Total Number of students

UG	PG	Ph.D.
933	108	10

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
454	44

Women

No	%
579	56

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
607	104	05	118	-	834	726	138	02	167	-	1033

Demand ratio   Dropout % = 3%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> 1. Entrepreneur Awareness Cell Assists in providing inputs for getting better opportunities in career making
>
> 2 . Magazines and news -papers related to employment are provided to the students
>
> 3 . Periodic Guidance is provided by senior faculty members

No. of students beneficiaries | 40 |

5.5 No. of students qualified in these examinations

NET | | SET/SLET | | GATE | | CAT | |

IAS/IPS etc | | State PSC | | UPSC | | Others | 31 |

5.6 Details of student counselling and career guidance

> * Guidance and information Cell works for counselling and Career guidance
>
> * Experts are invited to conduct workshop, when required
>
> * Companies are invited for campus placement of science graduate

No. of students beneficiaries   123

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			02(through Chem.Dept.)

5.8 Details of gender sensitization programmes

> * The college has a cell named SHAW Cell that looks after gender sensitization programmes
>
> * Meeting of SHAW Cell are organised as and when required. Efforts are made to Let the students know what steps they should take when the situation arises,
>
> * On 09 March 2016, a meeting of the Cell was held with the female students of the institution. The girls wear informed about the cell, its importance and the help and Support that Could be given to them
>
> * A programe on women self defence arranged on 18 March 2017 by Mukesh J.Rathor, Motivational & Martial Art trainer to make the girls student aware to protect themselves.
>
> * A Meeting of SHAW Cell was held on 12.01.2017 to discuss about the activities held throughout the session . No Case of harassment was reported by any student

5.9 Students Activities

5.9.1　No. of students participated in Sports, Games and other

State/ University level [20]　National level [-]　International level [-]

No. of students participated in cultural events

State/ University level [32]　National level [-]　International level [-]

5.9.2　No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [-]　National level [-]　International level [-]

Cultural: State/ University level [01]　National level [-]　International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	10	15000
Financial support from government	188	Amount expected
Financial support from other sources	22	75000
Number of students who received International/ National recognitions		

5.11　Student organised / initiatives

Fairs　　: State/ University level [✓]　National level [　]　International level [　]

Exhibition: State/ University level [✓]　National level [　]　International level [　]

5.12　No. of social initiatives undertaken by the students [19]

5.13 Major grievances of students (if any) redressed : - Nil -

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the College, at the time if its establishment, was to make higher education easily accessible to those who reside in the Surrounding areas and villagers & who do not have enough means to leave for the higher education to towns or cities, the vision was to educate the youth of the region and to bring them in to the mainstream and make them responsible citizen of this country. To promote Women education even at the grass root level of the society. The mission is

1- To encourage inter disciplinary approach.

2- To explore the potential of the youth through work culture

3- To associate their learning with the development of marketable skills.

4- To encourage the students for and teach entrepreneurship skills

5- To make students familiar with the present working environment.

6.2 Does the Institution has a management Information System

Yes, the institution has a management information System. The college has various bodies to convey information / suggestion for decision making through them. After due Consideration, these finding/information or suggestion, if found appropriate, are passed on to the next forum, and ultimately final decision making is done by the principal in consultation with the governing body of the college. frequent meeting of management with staff are organized for taking decisions in the matters relating to smooth academic are administrative functioning

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

* Emphasis is laid upon multi skill development and over all personality development. the focus is on to make them employable. Career and Guidance Cell, Placement Cell and Computer Centre of the Collage take Care of this aspect

* No Formal Changes in Syllabi are permissible under Unified Syllabi as it is framed by H.E. dept. Of State Govt.

6.3.2 Teaching and Learning

* Along With formal lecture method, use of ICT based interactive methods and use of internet is promoted and encouraged in class rooms- in and out

* Community interaction is encouraged through camps, field work, internship, social surveys and small scale industries related to dairy and oil spilling.

*Class group discussions, debates, on the spot writing, quiz are organized to enhance retaining and recalling capability.

6.3.3 Examination and Evaluation

* Semester system is in all the programmes

* Continuous comprehensive Evaluation is also in practice

* Total subject performance/result is also recorded un teachers diary so that need based teaching methodology can be adopted.

* Through internship programme, students are judged by external agencies,

* Teachers analyse the strengths and weaknesses of the output of the students.

* Performance is discussed at all levels- Academic council, staff meetings and Governing Body.

* Feedback from students is also taken into account

6.3.4 Research and Development

* Keeping in view the significance of research and its impact on the social circumstances, it is taken up by the institution seriously and appointed new teachers to fulfil the research requirement.

* The institution publishes two research journals entitled 'Charmanvati' and 'Artha Chintan' through the departments of Geography and Economics respectively.

* 16 research scholars are registered for Ph.D. degree in various subjects.

* 01 research scholars obtained their Ph.D. degree

* 01 staff members are carrying their research work

6.3.5 Library, ICT and physical infrastructure / instrumentation

* All the PG Departments were equipped with interactive Boards and desihned in the pattern of smart classes.

* Audio- visual cum exhibition centre is initiated providing all facilities relating to ICT

* Extended computer Lab and physics lab are being used to help students in practical work.

6.3.6 Human Resource Management

* Each department of the college ensures utilizing optimum services of the teaching and non-teaching staff.

* Grievances, if any of the staff is paid heed to by the head of the head of the department and if necessary, is reported to the principal

* Employee's welfare is also to be taken care of

6.3.7 Faculty and Staff recruitment

* This year, the college has confirmed the services of 10 persons for various departments as teachers under section 28(17) (2) of the college code

* To compensate the work of main faculty, Management of the college employs faculty and other staff on temporary basis as pert the requirement of various departments.

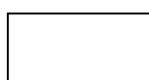### 6.3.8 Industry Interaction / Collaboration

* College is in constant touch with small scale units of the town. However, no big industry is there in the town.

* Efforts are being made to establish rapport with some big industries

6.3.9 Admission of Students

* Admissions are done online centrally by the Department of Higher education, Government of M.P.

6.4 Welfare schemes for

Teaching	01
Non teaching	01
Students	--

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes ☑   No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative	Yes	CA	Yes	FC & IQAC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ☑   No ☐

For PG Programmes   Yes ☑   No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

* Computerization of the Examination system has been done

* as far it is permissible, transparency is maintained

* Evaluation work and paper-setting is done externally

* Emphasis is laid upon creditability of the system

* Use of Supplementary Answer-books abandoned

* Photocopies of the ans.-book is provided on demand

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

* All the necessary assistance is provided by the university

6.11 Activities and support from the Alumni Association

* Alumni in its annual meet freely and frankly present their views about the college and put their suggestion what they deem fit for the betterment of the college

* Some of members financially support the students by providing them scholarship

* Necessary feedback is provided for the betterment of the college

6.12 Activities and support from the Parent – Teacher Association

* Parent- Teacher Association through its annual meet provides an opportunity to the parents and guardians to come close to the teachers of their wards and better understand their progress.

* Through them, we come to know of the institutional weaknesses

6.13 Development programmes for support staff

* ICT Basic Programmes is organized

* They are involved in Renovation of Campus programme

* One day office Management Programme was organized

* All the Financial transitions in the collage are being done by cashless for digital mode

6.14 Initiatives taken by the institution to make the campus eco-friendly

* Greenery is maintained in the Campus. Plantation is done annually in the month of August

* Fresh Grass is being planted in all the lawns to enhance ambience.

* To keep need and Clean Campus has the policy of the College

* To established wi &fi System in Collage

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> * Regular ICT Orientation Programme is conducted by the Computer Center for staff as well as students
>
> * Principal'sMeet was Organised with the Purpose of extension

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> * ICT and smart class training programme was organized,
>
> * Permanent teachers and appointed to fulfill State Govt. AND UGC condition
>
> * Academic Audit was done for all the departments

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> Annexures enclosed

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> * Plantation Programme on 15.08.2015
>
> * Environmental Awareness Rally by NCC Cadets
>
> * Energy Conservation Rally by NCC cadets
>
> * International yoga Programme(with NCC)Was organised on 21.06.2016

7.5 Whether environmental audit was conducted?   Yes [✓]   No [ ]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> * IQAC organized ten day Orientation for newly appointed teachers
>
> * IQAC assisted all the departments to conduct departmental SWOT analysis
>
> * IQAC helped and guided various departments to organize various departmental and extension programmes for the benefit of students
>
> *IQAC helped the Principal in conduct of Academic Audit
>
> * IQAC also organized Principal's meet for SWOT and extension purpose

8. Plans of institution for next year
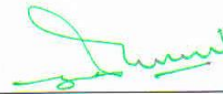
* To approach UGC to provide assistance to organise seminars,

* To conduct inter-departmental workshop on the latest trends in Higher Education

* To conduct workshop to explore how the institution can more help in nation building

* To conduct academic audit of the departments

* To finalise the redesining of the college website through the Web-master

* To encourage teachers appointed under section 28(17) (2) to take up new major or minor projects from UGC

Name Dr. V.K. Jain

Signature of the Coordinator, IQAC

Name Dr. SHIVRAJ SINGH TOMAR

Signature of the Chairperson, IQAC

***

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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ANNEXURE A
ACADEMIC CLANDER SESSION 2015-16
(EEFECTIVE FOR ALL CLASSES)

Academic Work	Ist/IIIrd/Vth Sem	IInd/IVth/VIth Sem
Starting Classes/Zero classes/SWOT analysis	1 July to 11 July 2015	----
Academic and Continuous Comprehensive Evaluatiion	13 July to 7 Nov 2015	I Jan to 23 April 2016
CCE work	September IInd Week	March IInd week
Preparation Leave	14 Nov to 16 Nov 2015	24 April to 26 April 2016
Practical Exam (UG & PG)	15 Oct to 5 Nov 2015	26 March to 11 April 2016
Semester & ATKT Exam	17 Nov to 21 Dec 2015	27 April to 16 May 2016
Declaration of Result	By 31st Dec 2015	By 15th June 2016
Semester Break (Stu)	22 Dec to 31 Dec 2015	27 May to 30 June 2016
Semester Break (Teachers)	22 Dec to 31 Dec 2015	27 May to 15 June 2016

AMBAH POST GRADUATE COLLEGE (AUTONOMOUS)AMBAH

MORENA, MADHYA PRADESH -476111

SESSION 2015-16

FEEDBACK REPORT FROM UG AND PG STUDENTS

Feed back was taken the UG and PG students of the college before the end of the session 2014-15 it was collection manually by providing them specially designed Performa and sought their . The analytical summary of their views is given below

1. 81% students liked the syllabus while 19% disliked,

2.   48% of the students told the teaching standard as excellent while 46% only good 6% left blank,

3. 70% told drinking water facility as very good 12% told good while 18% only satisfactory,

4. 79% were contented with the time- table and 21 % were discontented

5. 72% praised the teaching 15% said only good, while 13% were only satisfied,

6. 89% of the students were happy with the seating arrangement, 11% were not satisfied,

7. 88% expressed positive view about lab work 4% as good, and 08% satisfactory

8.   61% expressed positive opinion about sports saying very good 11% as good 28% as satisfactory,

9. 56%said good about library facility while while44% as satisfactory,

10.69% of the girls student expressed their common room as very good, 31% as good,

11.About discipline , 94%said it as very good , while 6% as good only,

12.Examination System is appreciated nearly by all as excellent; it is 99% and 1% as very good,

13.About extension activities, 62%said as very good 27% as good 11%as satisfactory,

14.Campus ambience is appreciated by all, as 100%said it as very good

Suggestions

1. Most of the students favored annual examination system,

2. They suggested to improve library facility,

3. They also stressed on the need of a canteen

4   They also suggested to have a college automobile for transportation, Specially girls

5. Most of the students want appointment of more regular teachers under college code 28(17)

Annexure C : IQAR Innovative Practices

1. **Title of the Practice**

   Enhancement of Capacity Building in the Students.

2. **Objectives of the Practice**

   The objective of the practice is to encourage and motivate the students to enhance their capacity building to improve their level of skills in different areas of their interest. This practice has been initiated keeping in mind the role of youth in nation building. The main object of the practice is to make their minds open to learn from the books as well as from practical experience and external guidance. It was assumed that their broadening of skills would bring them more close to society and understanding their role in the upliftment of the sectors where their cooperation is required. They would be able to interact with the society in a more confident manner.

3. **The Context**

   The main target of the practice was to make them aware of the latest trends and techniques prevalent in the market and in the society. They may become more bold and efficient when they are provided with the opportunities to come across various social issues and make them think in their social, economic, religious political and psychological issues. Their capacity and competence can only bring a change in the social scenario especially when a larger number of them belong to rural background. Therefore, a scheme is chalked to by various senior professors of the college to provide them a chance through various platforms to come into contact with various social groups and share with them their knowledge and in return learn from their experiences. It was decided to divide the split up entire students community of the college into small groups and to make them think and analyse various social problems and to make them to use their skills to bring out their solutions. They were provided all help and assistance which the college could provide them.

4. **The Practice**

   The responsibility of the supervision of the practice was taken up by the Coordinator Dr.V.K.Jain himself. One day internal talk was organized by the faculty just to make the students acquaint with the practice and the various processes and procedures to be adopted by the students. While assigning the task of interactive sessions, it was kept in mind that the level of students thus chosen should be in accordance with the requirement of the particular social group. In all five groups were formed. Each group was supervised by a senior faculty member. All the heads of the PG Departments were given that task. Each supervisor was

assisted by a non-teaching assistant. These groups visited various surrounding villages, studied their occupational systems and demographic, cultural, financial aspects of their family systems and their linkages with various other social groups.The teachers provided them charts and graph papers to collect relevant information. During their discourses they discussed with them their various issues that perturb them in their routine living. They also shared with them how they could become more efficient if they use modern technology and tools. They were asked by their respective Heads to become familiar with the group assigned to them so that the process of sharing can take a smooth way and the interactive sessions could become more productive. As a result of this approach, all the students became more frank to the village folk and sought information in a more generous way about the villages, their history and also their problems. The students recorded them and after due discussion with their supervisors they reached them with their solutions. Most of the villagers liked their approach. They also sought the help from local experts in finding solutions to their problems. In the entire process, they got all chances to enhance their capacity building and confidence. Each group was given a period of two weeks for external study and they were prohibited to seek any outside support leaving the help of their own supervisors and the local experts. After the stipulated time they were asked to present themselves at the interactive board highlighting their findings and their outcomes. Each group daily was called for their presentations and one supervisor of the other group was invited to judge and comment over the outcome of the practice along with other faculty members. They presented their topics in their best possible manner with quite understanding of the concepts which was checked by the teachers through cross questioning. It was proved to be a healthy practice, though it was time consuming. After a week of enthusiastic and thought provoking exercise, the outcome was found very favorable.

5. **Evidence of Success**

   After the time assigned to them, students looked very confident. When they met in the audio-visual centre, they were all discussing one another about the practice and the activities involved in it which was perceptible from their connivance. At the stipulated time of 10.00 in the morning, they all got collected at the venue and their supervisors as well along with the Principal and the Coordinator, IQAC. Many questions related to their observations, study and findings were asked by the other group members and the supervisors which they responded satisfactorily and confidently with their explanations along with their presentations. This was suggestive of their success of the innovative experience.

   Most of the students liked this kind of innovative practice and were happy with their experience. They told that they could able to learn how they could enhance

their own interactive skills by going through such exercises. They also got the opportunity to peep into the lives of various social groups how they lie and how they deal with various problems.

6. Problems Encountered and Resources Required

As the time was od much concern for all of the students, it is suggested that such types of practices should be incorporated in the syllabi at various levels and marks should be awarded to encourage these practices. The other problem was that of shortage of teaching staff. Such an exercise needed more teaching faculty to actively make it a successful initiative.

7. Notes

No doubt, such types of innovative practices prove to be beneficial, if due focus is laid upon the parameters it requires. It generates spirit of enquiry among the students, make them aware of the processes and procedures involved in such type of work, and help them to enhance their skills, to make them understand their strengths and weaknesses and to correct them.