

AMBAH POST GRADUATE COLLEGE, AMBAH(MORENA)M.P.

The Annual Quality Assurance Report (AQAR) of the IQAC

July 1, 2013 to June 30,2014

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

I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

07538-275635

Mobile:

09826627364

Name of the IQAC Co-ordinator:

Dr.J.K.Jain

Mobile:

09926255456

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:

*(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)*

EC(SC)/01/RAR/59 dated 5-5-2014

1.5 Website address:

www.ambahpgcollege.org

Web-link of the AQAR:

<http://www.ambahpgcollege.org/aqar2012-13.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	1 st Cycle	B	2.31	2009	2014
2	2 nd Cycle	B	2.30	2014	2019
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

12/09/2008

1.8 AQAR for the year (for example 2010-11)

2013-14

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

- i. AQAR 2009-10___19/09/2013(DD/MM/YYYY)
- ii. AQAR2010-11___19/09/2013(DD/MM/YYYY)
- iii. AQAR2011-12___19/09/2013(DD/MM/YYYY)
- iv. AQAR2012-13___26/10/2013 (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 <input checked="" type="checkbox"/>	Rural <input type="checkbox"/>	Tribal <input type="checkbox"/>
Financial Status	Grant-in-aid <input checked="" type="checkbox"/>	UGC 2(f) <input checked="" type="checkbox"/>	UGC 12B <input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing <input checked="" type="checkbox"/>	Totally Self-financing <input type="checkbox"/>	s

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text"/>								

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	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text"/>
	Faculty <input type="text" value="3"/>
Non-Teaching Staff	<input type="text" value="3"/>
Students	<input type="text"/>
Alumni	<input type="text" value="1"/>
Others	<input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="3,00,000"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text"/>
International	<input type="text"/>
National	<input type="text"/>
State	<input type="text"/>
Institution Level	<input type="text" value="2"/>
(ii) Themes	<input type="text" value="ICT and Its Relevance in Higher Education, Basic Computer Training"/> <input type="text" value="How to enhance academic relevance"/>

2.14 Significant Activities and contributions made by IQAC

1. Awareness Programmes organized related to Education, Environment, Water Conservation and Use of ICT in HE,
2. Feedback collected from students after the session is over,
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
5. Various Cultural, Literary and Scientific activities were conducted under the directives of IQAC

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
<p>Extension of Physics Lab and Computer Lab</p> <p>Remedial classes for weaker sections and needy students</p> <p>Academic Audit of the departments</p> <p>Diploma in Cartography</p>	<p>Extension work was done.</p> <p>Remedial classes were organized as per the plan of action</p> <p>Academic Audit was done by the Principal with the help of IQAC teacher member and Teachers diary were collected as the record.</p> <p>Process is being initiated</p>

* 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

1. Management was informed of the relevance and significance of IQAC
2. Teachers were notified of the outcome of the feedback from different stakeholders
3. Heads of the departments were asked to take initiatives to start value based short term programmes
4. Different Activities In-charges were asked to make their programmes more alluring and beneficial to the students
5. Competent departments were asked to establish linkages with external agencies so to make the programmes more lucrative
6. Teachers were encouraged to initiate more innovative programmes

Criterion – I

I. 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, Madhya Pradesh Govt.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11 (All UG, PG and Diploma Pr.)
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 HE, Government of M.P.

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

Efforts are being made to start Diploma in Cartography

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10+2	10	--	02	--

2.2 No. of permanent faculty with Ph.D.

11

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	03	--
Presented papers	--	03	---
Resource Persons	--	--	--

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

A tie-up was set with NIIT to enhance ICT based teaching and learning

Inter-departmental knowledge exchange programme

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 44 -- --

2.10 Average percentage of attendance of students 83%

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.Sc.	173	6%	151=87%	10=6%	--	161=93%
B.A.	61	4%	34=55.7%	18=29.5%	--	52=85.24%
B.Com	57	4%	30=52.6%	23=40.4%	--	53=93%
B.C.A.	3	34%	2=67%	-	--	2=67%
M.Sc.Chem	12	67%	10=83%	-	--	10=83%
M.A.Geog	10	20%	10=100%	--	--	10=100%
M.Sc.Zool	17	30%	15=88%	--	--	15=88%
M.Sc.Maths	17	40%	15=88%	2=12%	--	17=100%
M.A.Econo	8	25%	7=87.5%	1=12.5%	--	8=100%
M.A.Hindi	8	10%	5=62.5%	2=25%	--	7=87.5%
PGDCA	7	24%	6=86%	--	--	6=86%

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

1. By interacting with the students and faculty members on various academic matters,
2. By notifying various schemes of UGC meant for betterment of teaching and learning,
3. By conducting academic audit of various departments,
4. By proposing various methods to make the teaching more students centric

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	02

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	13(including peons)	7	Nil	19
Technical Staff	2	11	Nil	5

Criterion – III

3. Research, Consultancy and Extension

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

1. While purchasing equipments/ apparatus for various laboratories, emphasis is laid upon their relevance in the modern set-up for research activities,
2. Recommendations were made to provide more facilities along with financial assistance to the researchers'
3. More provisions are requested to be made to provide more leaves for research work
4. More fieldwork programmes were encouraged

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	02	Nil	Nil	01
Outlay in Rs. Lakhs	3,00,000	Nil	Nil	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	07+06+03=16	
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		UGC		
Minor Projects	2012-14	UGC		
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	02			

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

1

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

3.11 No. of conferences

organized by the
Institution

Level	International	National	State	University	College
Number	--	--	--	--	2
Sponsoring agencies	--	--	--	--	Departments

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

1

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
and students registered under them

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

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= 113, Women Unit=111

University level State level
National level International level

3.22 No. of students participated in NCC events: Total=198,Company=119,Platoon(Boys)=43,(Girls)=36

University level State level

National level 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=50=100%, C Certificate=38%,SW=C Certificate=75%

University level State level

National level International level

3.25 No. of Extension activities organized =26

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

* Camp for Health and Hygiene-one week- Jan 2 to Jan 8, 2014

* Plantation Programme – 15th of August, 2013

* Health Examination Camp – 24th of September, 2013

* De-addiction Rally- 2nd of October, 2013

* Essay Writing for Awareness of AIDS – 12th of January, 2014

* AIDS AWARENESS Rally- 26th of January, 2014

* Water Conservation Awareness Programme- 22nd March, 2014

*Rashtriya Ekta Shivir, Jaisalmer, Junagarh

*Adoption of Village- Khajoori

*Environmental Awareness Rally

*Energy Conservation Rally

*Blood Donation Camp

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	5.1 Acre	--	Donation & UGC	5.1Acre
Class rooms	20	--	UGC	20
Laboratories	14	02	UGC	16
Seminar Halls	01	01	UGC	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		21	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		7,10,600	UGC	
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

*All PG departments have interactive boards and the allied system

*Library is equipped with INFLIBNET system

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books	40442	---	222	252980	40664	---
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	Departments	Others
Existing	134	02	Yes BSNL BB	01	01	04	All the departments	Language Lab
Added	12	01						01
Total	146	03	BSNL BB	01	01	04	All the depts..	Lang. Lab+ 01

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

- Regular Training programme for Computer basics is offered by the Computer Centre for Teachers, Non-teaching staff and students
- Internet access is provided to all the departments including library
- Nearly all the teachers are provided with computers
- Networking programme are arranged by NIIT

4.6 Amount spent on maintenance in lakhs :

i) ICT	386600
ii) Campus Infrastructure and facilities	660000
iii) Equipments	269166
iv) Others	6458586
Total :	7774352

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- All the activities in-charge are asked to organize respective activities in a frequent manner
- Special sessions are arranged to make the students aware of the various techniques involved in getting jobs. Mock tests, discussions and interviews are organized.
- For internship programme students are sent to various institutions to teach junior class students so that they can learn practical difficulties in teaching
- Through 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

- 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. For the purpose departments of Geography, History, Pol.Science, Hindi, Computer and English work together.
- The Placement Cell regularly organizes brief training programmes for students.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	842	112	11	--

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	421	44		533	56

Last Year(session end)						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
891	118	1	172	5*	1182	719	103	-	132	5*	954

*Physically challenged are included in Different Categories

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. Guidance is provided by senior faculty members

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="27"/>

5.6 Details of student counselling and career guidance

Guidance and Information Cell works for counselling and career guidance

No. of students benefitted

137

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			07(Through Chem dept.)

5.8 Details of gender sensitization programmes

- SHAW Cell has been constituted to serve the purpose,
- A meeting of SHAW Cell was held on 10.08.13. The Chairperson asked the members to inform all the students regarding the activities run by the Cell,
- On 5th September 13, a meeting of the Cell was held with the female students of the institution. The girls were informed about the cell, its importance and the help and support that could be given to them,
- A lecture by Advocate N. Bhadauria was delivered on sexual harassment against women and provision of punishment according to law,
- A Meeting of SHAW Cell was held on 10-2-14. The members of the Cell discussed about the activities held throughout the session. It was found that 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 events

State/ University level

11

National level

11

International level

--

No. of students participated in cultural events

State/ University level 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 National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	10	22500
Financial support from government	237	Amount expected
Financial support from other sources	20	110000
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

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 of 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 citizens 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 them 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 findings/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 meetings of management with staff are organized for taking decisions in the matters relating to smooth academic and 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 college take care of this aspect.

*No Formal changes in syllabi are permissible under Unified Syllabii System

6.3.2 Teaching and Learning

*Apart from book based teaching, 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 field work, internship, social surveys and small scale industries specially 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 practice in all the programmes

*Continuous Comprehensive Evaluation is also in practice

*Total subject performance is evaluated through discussions with students and concerning teachers. Performance/result is also recorded in teachers diary so that need based teaching methodology can be adopted.

*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

*Any institution of higher learning gets recognition in society only through its contribution to the society and its impact on the social circumstances. Research work taken up by the institution is also reflective of its approach towards developmental aspects.

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

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

*3 research scholars obtained their Ph.D.degree

*1 Chapter in Book is contributed by a Professor

*2 Staff members are carrying their research work

* 1 Staff member applied for a minor research project

6.3.5 Library, ICT and physical infrastructure / instrumentation

- All the PG Departments were equipped with Interactive Boards and designed in the pattern of smart classes.
- 2 New labs are also added.
- Audio-visual cum exhibition centre is initiated providing all facilities relating to ICT

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 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

*College is not empowered to recruit faculty or other staff on permanent posts. However, efforts are being made to procure the permission.

*Management of the college employs faculty and other staff on temporary basis as per the requirement of various departments to assist their permanent counterparts.

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. A tie up is signed with NIIT for knowledge exchange.

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	--
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

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 up their suggestion what they deem fit for the betterment of the college
- *Some of members financially support the students by providing them scholarship

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.

6.13 Development programmes for support staff

- *ICT Basics Programme is organised
- *They are involved in Renovation of campus programme

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.
- *To keep neat and clean campus has been the policy of the College.

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.

- *One day Science and Technology Exhibition was organised by the departments of Physics, Electronics and Computer Applications.
- *Regular ICT Orientation Programme is conducted by the Computer Centre for staff as well as students.
- *Language Lab Course was conducted during even semester

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

- Two more labs for Physics and Computer were completed
- Remedial Classes were conducted for weaker sections/slow learners
- Academic Audit was done for all the departments
- IQAC conducted a one day programme for orientation of newly appointed teachers

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 15.8.13
- Water Conservation Awareness Programme on 22 .3.13
- Environmental Awareness Rally by NCC Cadets
- Energy Conservation Rally by NCC cadets

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 one 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

8. Plans of institution for next year

- *To conduct a seminar on examination reforms
- *To conduct departmental workshop on the latest trends in Higher Education
- *To conduct Orientation Programme for newly appointed teachers
- *To conduct academic audit of all the departments
- *To redesign the college Website through the Web-master
- *To encourage teachers to take up new major or minor projects from UGC
- *To initiate new diploma programmes for the benefit of the students
- *To enhance infrastructural amenities

Name Dr.J.K.Jain

Name Dr.R.K.Tewari

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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
