YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1. Name of the Institution

SHRI ATAL BIHARI VAJPAYEE GOVERNMENT ARTS AND COMMERCE COLLEGE

- Name of the Head of the institution — Dr. Prakash Garg

- Designation — Principal

- Does the institution function from its own campus? — Yes

- Phone no./Alternate phone no. — 07312460579

- Mobile no — 9713975210

- Registered e-mail — principalgaccindore@rediffmail.com

- Alternate e-mail — hegaaccind@mp.gov.in

- Address — A.B.Road, near Bhanwarkuan Square

- City/Town — Indore

- State/UT — Madhya pradesh

- Pin Code — 452017

2. Institutional status

- Affiliated /Constituent — Affiliated

- Type of Institution — Co-education

- Location — Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Devi Ahilya Vishwavidyalaya, Indore**

- Name of the IQAC Coordinator   **Dr. Venu Trivedi Vyas**

- Phone No.   **07312460579**

- Alternate phone No.   **9713975210**

- Mobile   **9425076331**

- IQAC e-mail address   **preparationnaac2024@gmail.com**

- Alternate Email address   **principalgaccindore@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://sabvgacc.in/Pdf/AQAR%202022-23.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://sabvgacc.in/pdf/Academic%20calendar%202023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.10	2014	21/02/2014	20/02/2019
Cycle 3	B+	2.65	2019	09/09/2019	08/09/2024
Cycle 1	B	70.60	2004	16/09/2004	16/09/2009

6.Date of Establishment of IQAC   **01/10/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Shri Atal Bihari Vajpayee Govt. Arts and Commerce College	World Bank	World Bank	2023-24	3843968

8.Whether composition of IQAC as per latest NAAC guidelines   Yes

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   12

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   No

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

National Conference on Human Rights , Green Initiatives,

Ram Janm Bhumi (Pran Pratishtha) Geographical excursion

Women Empowerment Program, Alumni Meet ,

Program organized for Disabled to provide them laptop,

Personality development, Interview -skill training program

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To prepare an academic activity calendar for the year 2023-24	Academic activity calendar was prepared by IQAC for Annual and semester systems
IQAC will ensure that Teaching plans are available and meticulously followed in every department.	Teaching plans were made and followed by each department of the college
To organize value added courses and personality development program	Value added courses were organized by department of geography on Soil Testing and water analysis
To organize women empowerment program and skill development program	Organized a rally on 22.12.2023 for awareness of women empowerment
To organize conference on Human Rights	Organized National level conference on Human rights by department of political science

13.Whether the AQAR was placed before statutory body?　　　　**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Staff council	10/07/2024

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SHRI ATAL BIHARI VAJPAYEE GOVERNMENT ARTS AND COMMERCE COLLEGE
• Name of the Head of the institution	Dr. Prakash Garg
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07312460579
• Mobile no	9713975210
• Registered e-mail	principalgaccindore@rediffmail.com
• Alternate e-mail	hegaaccind@mp.gov.in
• Address	A.B.Road, near Bhanwarkuan Square
• City/Town	Indore
• State/UT	Madhya pradesh
• Pin Code	452017
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Devi Ahilya Vishwavidyalaya,

	Indore
• Name of the IQAC Coordinator	**Dr. Venu Trivedi Vyas**
• Phone No.	**07312460579**
• Alternate phone No.	**9713975210**
• Mobile	**9425076331**
• IQAC e-mail address	**preparationnaac2024@gmail.com**
• Alternate Email address	**principalgaccindore@rediffmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sabvgacc.in/Pdf/AQAR%202022-23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://sabvgacc.in/pdf/Academic%20calendar%202023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.10**	**2014**	**21/02/2014**	**20/02/2019**
Cycle 3	**B+**	**2.65**	**2019**	**09/09/2019**	**08/09/2024**
Cycle 1	**B**	**70.60**	**2004**	**16/09/2004**	**16/09/2009**

6.Date of Establishment of IQAC	**01/10/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Shri Atal Bihari Vajpayee Govt. Arts and Commerce College	World Bank	World Bank	2023-24	3843968

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	12	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

National Conference on Human Rights , Green Initiatives,

Ram Janm Bhumi (Pran Pratishtha) Geographical excursion

Women Empowerment Program, Alumni Meet ,

Program organized for Disabled to provide them laptop,

Personality development, Interview -skill training program

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To prepare an academic activity calendar for the year 2023-24	Academic activity calendar was prepared by IQAC for Annual and semester systems
IQAC will ensure that Teaching plans are available and meticulously followed in every department.	Teaching plans were made and followed by each department of the college
To organize value added courses and personality development program	Value added courses were organized by department of geography on Soil Testing and water analysis
To organize women empowerment program and skill development program	Organized a rally on 22.12.2023 for awareness of women empowerment
To organize conference on Human Rights	Organized National level conference on Human rights by department of political science

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Staff council	10/07/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	23/12/2024

15.Multidisciplinary / interdisciplinary

The College has a multidisciplinary academic set-up. The college was opened as a Co-ed institution for Arts and Law. Later commerce was opened. In due course of time law college was

separated and was shifted in a new building. The subjects were approved and seats sanctioned by the Higher Education department of Government of Madhya Pradesh. With a period of time, new subjects were opened as per the orders of Higher Education Madhya Pradesh. These were the regular popular subjects of Commerce and Humanities. With changing educational needs of the society, new subjects were offered in Self Finance courses like Bachelor of Journalism, Master of Journalism, M.A. in Yoga, Diploma in Yoga, M.A. in Public Administration, Master of Social Work, Bachelors of Social work and P.G.D.C.A. The college approached the Higher Education for the seats in M.B.A. and B.B.A. courses. The proposal was accepted and the seats were allotted both in BBA and M.B.A. It is encouraging that all these courses are running successfully.

16.Academic bank of credits (ABC):

In the context of National Education Policy 2020- Registration of students in Academic Bank of Credit and regarding uploading of mark lists of students in D.G. Locker Government of India, Ministry of Education directed Department of Higher Education, Government of Madhya Pradesh, in the context of the National Education Policy 2020, to register all the students (regular/self-study) in the Academic Bank of Credit. For this, Madhya Pradesh Higher Education Department, through the office of Additional Director, Higher Education Indore Division, Moti Tabela Indore, ordered as per order dated 13-03-2023, to Shri Atal Bihari Vajpayee Govt. Arts and Commerce College to take the following action regarding Academic Bank of Credit: The institute should be registered on the NAD/ ABC Portal. The institute has to form a NAD/ ABC cell and nominate a nodal officer. 3- Register students on ABC through Academic Bank of Credit website http://www.abc.gov.in/ As per the above instructions, the college registered the institute on the portal with the website https://nsd.digilocker.gov.in/ and continued with a cell and nominated Dr. Sandhya Bhargava as the nodal officer. Nodal Officer Dr. Sandhya Bhargava, following the government orders received from time to time, provided information related to this among the students and A.B.C. And made students aware about from time to time by collecting the students and visiting various classes, Dr. Sandhya Bhargava Nodal Officer worked to provide information to the students. As a result, till today 24-10-2024, almost all the students of the college have completed. A.B.C. registration has been done. All the students have registered themselves before filling the examination form. Their mark sheets and information are being maintained the remaining will also be

maintained accordingly.

17.Skill development:

As our college is committed to providing a comprehensive platform for students to enhance their academic knowledge and professional skills, ensuring they are well prepared for the challenges of the real world. Through various initiatives, we strive to bridge the gap between theoretical learning and practical experience. Here are some of our key programs here are some of skill training program. We have tie up with ICICI skill of Academy with it. We regularly organize skill development training program. These skill training programs are designed to equip students with industry relevant skills that go beyond the class room, these training program prepare students to excel in their chosen fields. We have organized Ganesha workshop which is an annual event aimed as fostering creativity, team work and cultural engagement among students, all while working together on various aspects of the workshop. For students' skill development we believe in providing with first hand exposure to the industry. Regular industry visits are organized to give students insight into the functioning of companies, understanding corporate culture and learning about the latest industry trends and technologies. We frequently hold seminars and guest lectures in collaboration with leading corporations like TCS, ICICI Academy of skill, where industry expertise shares their insight into the IT sectors, emerging trends and what company expect from fresh graduates. Recognizing the importance of competitive exams for career progression, we offer specialized sessions on how to prepare for these exams. Students are guided on time management problems solving strategies and effective study techniques. These sessions aimed to boost confidence and increase success rates in exams like UPSC, GATE, other competitive tests. As we understand the success in life goes beyond academic achievements. To inspire and motivate students we conduct sessions, that focuses on personal growth, self discipline and goal setting. By offering such a wide array of program, we ensure that our students graduate not just with a degree but with skills, knowledge and experience necessary to succeed in life and their careers. Through these skill development program, exposure, expert guidance and skill building opportunities. Our college strives to create well-rounded individuals ready to take on the world.

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

A center for bhartiya gyan parampara and outlet of Madhya pradesh

Hindi Granth Academy was established in the college. These centers were aimed at connecting the students with Indian knowledge system. Both these centers exhibited books on ancients Indian, Ancients Indians personalities and Ancient Knowledge system . Inclusion of Bhartiya Gyan Parampara in the syllabus of UG classes in various subjects The new syllabus under NEP-2020 came to be implemented in complete UG classes i.e. UG I, UG II and UG III by Year 2023-24. Under National Education Policy 2020, it was led down that the syllabus of all the subjects should have greater stress on Bhartiya Gyan Parampara. After the Independence, it is greatly needed that the new India recognize its strength in all the fields of Science and Technology, Commerce, Art and Architecture, Philosophy, Health Science (Yoga), Languages (especially Sanskrit). The rich Indian History and Heritage included in the new syllabus. The Thoughts like Nationalism, Democracy and Republics which were considered as western thoughts, were incorporated in the new syllabus with the evidence of Indian Scriptures and Writings "As Indian Political Ideas from Ancient India". The topics of Indian thought Indian Ethics and Indian Values were incorporated in the subjects for e.g. effect of Yoga and Meditation on health in the subject of Psychology as a practical. Apart from this, Yoga has been introduced in UG class as Foundation subject which is compulsory. Likewise, all the subjects include topics from Indian Ethos, Indian Ideology and Indian way of life. The inclusion of topics of Indian Architecture, centers of learning, Vedic Math's, Indian Philosophical Thoughts like Time and Space which are being studying and appreciated by Howerd University USA are part of our syllabus now. The rich cultural heritage of India which is exhibited in Saraswati Sindhu Civilization like town planning, esthetic development, developed art of structure, music, dance, Metallurgy, Weaving poetry and ornament makings Ancient Health and Wellness and coinage are now part of different subjects. So that the students of today can learn of their rich cultural Heritage through the syllabus of their chosen subjects.

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

The college has a website and most of the information is put on for the benefits of students, professors and general public. Most of the work like admission, information, updates on admission schedules, admission lists and information regarding exams and activities of the college are put on the websites. For non techno savvy students and general public the information is imparted through help desk, information-flex etc. During admission a team of professors and NSS/NCC students sit on the help desk

counselling. The flax board regarding the fees and other govt schemes, scholarships, are put for the students and parents visiting the college. The websites are prepared in the beginning of the session where all the required courses and their outcome are updated so that professors and students are aware of each and every programme offered in the institute. The College adopts Outcome-based education. Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program.

20.Distance education/online education:

The institution made a MOU from the Madhya pradesh Bhoj (open) University in the month of June 2021 and the programs where started from July 2021. The main purpose of starting this innovative and flexible approach to provide aducation that allows students to study at their on own place and on their own schedule, while receiving guidance and support from a team of experienced and knowledgable faculty members. It also aims to make higher education accessible to the students living in remote areas with limited educational resources. MP Bhoj University establishe on 1st October 1992 under the Madhya pradesh university Act 1991. The university's emblem draws inspirations from a verse in Raja Bhoj's "Saraswati Kanthbharan" MPBOU's degree and certificates are recognized by esteemed bodies like UGC, DEB, AICTE, NCTE, RCI and AIU. The head office of university is at Bhopal . The Incharge professor of MPBOU are Dr. V.P. Agrawal, Dr. Ashish Pathak and Dr. Yogesh Shelke. There were 19 programs through MPBOUs in the session 2021-22 and total 234 students were enrolled in these various programs. The number rose to 360 in 1st year in session 2023-24 in 18 subjects. The students in 2nd Year course/program continued.

Extended Profile

1.Programme

1.1   561

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **4047**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **2634**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	[View File](#)

2.3   **3631**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **67**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **75**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**561**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**4047**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**2634**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**3631**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**67**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**75**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**48**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**4310588**
4.3 Total number of computers on campus for academic purposes	**129**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SABVGACC follows the syllabus set by the higher education department MP. And is delivered in a systematic, time bound and transparent process. The updated course structure with name and combination of papers offered by the college is specified on the website?The timetable is prepared in the beginning of the academic year according to the availability of the classroom and number of sections of each class. It is circulated to all the departments and then concerned Department heads distribute the workload to the faculty as well take care to monitor all the work related to practical work, regularity of professors and students etc. The attendance register and daily diary are given to professors to record and to keep watch on regularity of students and completion of course according to the given time. These registers and diaries are signed by heads and principal at the end of each month. Completion of the syllabus and the performance of students are reviewed In Departmental Meetings. Continuous evaluation is conducted through presentation,

assignments projects, class tests, group discussions etc. The college encourages its faculty members to participate in orientation, refresher courses/workshops/seminars organized by the University and other agencies, so as to update their knowledge and to improve the teaching methods. The college library is very rich. It provides ample books and other references?materials like journals?magazines?etc?Students and teachers regularly visit the library and refer to books.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Institute adheres to the academic calendar maintained by the Department of higher education, government of MP. Time Table of CCE and external examination are decided by University (DAVV)?All the activities of the curriculum?such as internal and external evaluation, Curriculum activities etc. are completed within a timetable frame decided by the academic calendar of Department of Higher Education and University?This Timetable is also published on the college website?All the assessment techniques are used as proposed by NEP for UG level ,i.e. distribution of marks, number assigned for external exam, internal exam ,practical exam?All these are strictly followed by college?For performing all these activities very smoothly , The college forms an examination committee?The Coordinator and the members of the committee make efforts to follow this calendar and arrange exams and internal and external examiners. After assessing the performance of students number are sent to the university on line ,so there is a great role and contribution of computer operators to send these numbers to University and if any error occurs?they try to correct it within time limit?,For P G classes, College strictly follows the timetable ,rules and regulation given by Department of higher?education and University?There is a semester system for PG classes?so they have CCE only once in a semester. For the fourth semester there are criteria of assessment like internship, research project, practical exams

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

16

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

102

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

The curriculum is aiming to produce well rounded and socially responsible graduates?This holistic approach involves diverse aspects such as professional ethics, gender sensitivity, human values, environmental consciousness and sustainability throughout the academic experience?By doing so, educational institutions equip students with the skills, perspectives and values needed to navigate an increasing complex and interconnectedness world. The curriculum is designed by the Department of higher education, Bhopal, which included various topics/ chapters covering above-mentioned cross-cultural issues. Above all as directed by higher education, it has become compulsory to add some topics related with Bhartiya Gyan Parampara in syllabus of UG. So, there is topics related with it are added in the syllabus at the time of syllabus modification. The institution took care to focus on these issues. Environmental Studies is a compulsory subject for all UG

students and taught separately in the foundation course. It is related to the environment and sustainability. Similarly cross cutting issues relevant to gender, human values and professional ethics are covered in the prescribed syllabus in various subjects in the form of a topic?chapter, poem and curriculum activities?Some P G programs cover these issues in the syllabus such as Hindi, English, Political science, psychology, geography, commerce, Sanskrit, economics, etc.?

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

8632

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://sabvgacc.in/PDF/1-4-2%20Fredback%20form%202023-24.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://sabvgacc.in/PDF/1-4-2%20Fredback%20form%202023-24.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

4047

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2949

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The students come from different social and economic backgrounds. Advanced and slow learners are identified based on entry level result. The Professor take care of the needs of advanced learners and slow learner. At the time of CCE the pattern of paper is set in such a manner that it caters to the needs of advanced learners and slow learners. One difficult question with of an option of easy question is set so that both kind of students can attempt easily.

For project work the group are formed by teachers in the manner that help the slow learner and advanced learner in completing the work. This method had been beneficial for the slow learners in their practical learning.

Slow learners are encouraged to understand their weaknesses and then work on them. Extra classes, focus on their problems,provided study material is to them in hard copy and E mode are done by the teachers. Through a mentor-mentee system, support is provided to the slow learners. Advanced learners are encouraged to study reference books and to participate in

research-oriented projects. Online resources are made available to strengthen their knowledge-base. They are encouraged to maintain and share their notes and practical diary with slow learners. Medals are awarded to meritorious students and are nominated as members of different Committees.

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

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

Number of Students	Number of Teachers
11652	75

File Description	Documents
Any additional information	No File Uploaded

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

Some of the professors also encourage the students to read the newspapers and encourage them to discuss the news about their subject published in the newspapers and magazines. This encourages the students to self-study the various topics. To make the learning experience more student-centric, we focus on blended mode of teaching i.e. traditional as well as ICT based. They are taught with the mission that fosters a learning environment and nurtures exploration of various skills and critical thinking about the subject. From 2022-2023 the college has implemented the RBT (Revised Blooms Taxonomy) educational strategy that focuses on outcome-based education. Programme outcomes, Programme specific outcomes and course outcomes, lesson plans and instructional strategies are designed on a common format OOLP (Objective Oriented Learning Process). This is the main aspects of NEP 2020. Experiential learning: Field/industry visits for survey projects and internships. and exhibits. Audio visual learning. Education tours. Laboratory experiments. Hands on training on campus. Participatory Learning: Interactive Lectures Innovative designed experiments

Case studies Group presentation Survey based field work Role play Guided group discussion Group assignments and projects Through LMS and google classes Subject quiz Class room discussion "Everyone Raise Your Hand" technique Through extension activities Student Seminars

Some of the professors adopt a method of Group discussion method in the class. A topic of syllabus is given and the students collect the information about the topic through various sources.

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

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers of college use blended technology with the traditional mode of instruction to engage students in long-term learning. The College professors use limited source of ICT-supported tools involving online resources for effective teaching and learning process. Some of the teachers are using ICT tools as resources available on its campus. There are 6 ICT enabled Classroom in the institute (one Majezi studio with YouTube channels where regularly recording of the lectures by the professor is also done by journalism department) The Institute has well equipped Language Lab to promote the soft skill and personality development of the students. The Institute have 02 computer lab for ICT. Tools used by faculties are: LMS platform: Teachers use this platform for online education resources, to efficiently deliver teaching and offer an improved learning experience to the students. Interactive Board: College has 44 interactive board. A few of the teachers use these board for taking lectures on special topics.

Visualizer:

The Wi-Fi is available to faculty free of cost which they can use academic as well as administrative purpose. High speed Wi-Fi network is available in campus.

Desktop - Arranged at all the departments these desktops are available for faculty to prepare their lectures, power-point

presentations and tabulation of marks and other admission works.

Projectors - projectors are available in different smart classrooms and labs.

Printers - HOD Cabins are equipped with a printer, Photocopier.

Pen Drive, Microphones, are other IT tools that are used by teachers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

2.3.3.1 - Number of mentors

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

67

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

60

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The format of Internal examinations (CCE) is undertaken as per the guideline provided by Higher education of Madhya Pradesh. Most of the professor set papers on the lines of university examinations so that the students get equated with university pattern and developed writing skills. assessments and internal practical tests are conducted at appropriate intervals with respect to the calendar of examinations fixed by the Devi AhilyaUniversity. After the copies are checked, the marks are shown to the students and their signatures are taken. The details of the marks are then entered online on the portal of the university. The teachers help students in grasping the correct essence of the questions asked, wherever such an inquiry is raised. Internal assessment is done by giving assignments to students and also by holding examination in college. Viva is also conducted to evaluate the clarity of concept of the students. The assignment modes can be different in different subjects and are decided by the teachers

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The professors try to developwriting skill among the students as per the examination pattern. From good handwriting, to good presentation (presenting through maps and diagram quotation, and references) is focused by most of the professor so that the students score good marks in university examinations and learn the arts of cracking examinations. The date of CCE is decided and committee is formed. The committee makes the time table for CCE and assign duties to the faculty. The questions are given and the answer sheet are collected by the concerned faculty and handed after valuation to the exam cell. Hence the marks are forwarded to the University

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The college has a website as it owns and most of the information is put on for the benefits of students, professors and general public. Most of the work like admission, information, updates on admission schedules, admission list and information regarding exams and activities of the college are put on the websites. For nontechno savvy students and general public the information is imparted through help desk, information-flex. During admission a team of professors and NSS/NCC students sit on the help desk counselling. The flax board regarding the fees and other govt scheme, scholarship, are put for the students and parents visiting the college. The websites are prepared in the beginning of the session where all the required courses and their outcome are updated so that professor and students aware of each and every programme offered in the institute. The College adopts Outcome-based education. Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess, and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated the college has clearly stated the learning outcomes of the Programs and Courses The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

In NEP 2020 the program outcomes and course outcomes are already mentioned and the college follows them accordingly. The level of attainment the program outcomes, program specific outcomes and

course outcomes are measured using various types of CCE methods e.g. group discussion, presentation, quiz, chart making, spontaneous questioning in the classroom throughout semester in PG and the academic year in UG. The faculty records the performance of each students with the help of specific course outcome through a continuous evaluation process .The importance of the COs and POs has been communicated to the teachers in every IQAC meeting and College Committee meeting While addressing the students, the HODs create awareness on POs, and Cos The faculty members, class teachers, mentors, also inform the students and create awareness and emphasize the need to attain the outcomes Programme outcomes of PG classes are displayed on the notice board of departments. In National Education Policy each and every syllabus have their program outcome and course outcomes. The teaching practices go through with theses program outcomes and course outcomes.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

3631

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	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://sabvgacc.in/pdf/2-7-1%20Student%20Satisfaction%20Survey%202023-24.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

30

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The Institute has created an ecosystem for innovation and has taken initiative for creation and transfer of knowledge. Workshops/seminars and guest lectures on the various topics of the subject are organized for the enhancement of knowledge. All required facilities are provided and guidance is extended to the students. The Students are encouraged to actively involved in the application of technology for societal needs. The Students are provided opportunities to directly interact with outstanding personalities excelling in their field. For enhancing learning experiences, the faculty members adopt many ways, for example lecture method, interactive method, project work, field work method, practical method, computer assisted method etc. The faculty members make learning interactive with the students by motivating them to participate in group discussion, by asking questions related with the subject and classroom discussion on various topics are done. Group project can help students to develop a host of skills, positive group experience- team work etc. Shri Atal Bihari Vajpayee Arts and Commerce college Indore is giving adequate importance to project work as per the guidelines of the Department of Higher Education. The college supports all the post graduate students for their project work. Few innovative activities are being undertaken in the college under the program Atma nirbhar Madhya Pradesh and other skills development . The college faculties supervise the students in these activities.

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

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

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

01

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

6

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

06

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

20

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

The college promotes extension activities in the neighbourhood community for sensitizing students towards social issues and for their holistic development. The college providesthe students withan opportunity to extend their classroom knowledge to practical experience. The college has N.S.S. and N.C.C. units which through their diverse community-oriented programs and activities focus at holistic development of students involving the community. The N.S.S. and N.C.C. and swami Vivekananda career guidance cell of the college aim to developing a sense among students about attachment to the community utilizing their knowledge and finding solutions to community problems, acquiring leaderships qualities and democratic attitudes, developing capabilities and skill to meet emergencies and participating in community services by actively involving various campaigns and programs. In the last academic year, various community related extension activities were organized such as, Plantation programme, Blood Donation Camp, Swachata Abhiyan Awareness

Program, Vaccination Awareness Program, Voting Awareness Program,etc. The NSS camp organised by both the wings try to serve the society and try to fulfil the dreams of people.The rally on Nasha Mukti Diwas played an important role for creating community awareness at different places of the Indore city The activitieslike celebration of Happiness Day, Ahilya Diwas, MP Foundation Day, Street Play on Anti Intoxication,Tiranga Rally and Azadi Ka Amrit Mahastav, Youth Panchayat add to the holistic development of the students. They play a vital role insensitizing students to social issues.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

99

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

4394

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

04

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment, aligning with its vision and strategic objectives. The institute ensures an adequate availability and optimal utilization of its physical infrastructure in order to create an environment of Excellence in Education through the utilization of technologically innovative educational tools. At the beginning of the academic year, the collegeplan anassessment for replacement/ advancement/ addition of the existing infrastructure is carried out based on the suggestions received from Heads of various departments and the Advisory Committee. This is done following a review of course requirements, computer-student ratio,teacher-student ratio, working conditions of the existing equipments, etc. The Time Table committee plans in advance for all requirements regarding the availability of classrooms/ lab class rooms, furniture and other equipments. DPRs are submitted to the Higher Education department for the allotment of funds and execution of work is followed. The college ensures optimal utilization of the resources by incorporating innovative teaching-learning practices like the use of power-point presentation, LCD projector, smart boards

etc. For, practical subjects, utilization of infrastructure is ensured through appointment of adequate number of well qualified and experienced lab technicians. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extracurricular activities, parent-teacher meetings.

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

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

The institution utilizes its resources to provide an environment conducive enough to its students where they are encouraged to prepare for sports and extracurricular activities. This ensures a holistic growth and development of an all-rounded personality. Students are trained in sports under the guidance of a qualified and specialized sports officer. Students are selected through proper trials and are encouraged to participate in various levels of competition including intra college events, inter-college events, inter-university events and National events. Intra-college events are also organized by the college so as to cultivate students' interest in sports and also to enhance their preparation for further events along with regular academics. Track suits and all sporting gears are provided to the students for major/minor events. All the participants are awarded with a participation certificate. Winners and runner-up teams are duly rewarded with trophies. Yoga Awareness Programme: Although the college has an established Yoga Centre therefore International Yoga Day is celebrated every year with enthusiasm. Also, in this academic year the college has constructed a separate hall for yoga and related practices. Students are made aware of the importance of practicing yoga and meditation exercises through the activities conducted by NCC and NSS units of the college all the year round on various occasions.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

26

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4310588

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The library of the college has partial facility of automation in the working of e-Granthalaya 4.0 software developed by NIC, New

Delhi. Due to partial automation the library is still under the process of automation. The total numbers of books in the library are about 251368. The number of visitors per day is 90-110. For students and faculty members to have access to print books by subject, author, Title, call number etc. The Library enabled An OPAC (Online Public Access Catalogue) through e-Granthalaya in which students and faculty members may access books using various parameters such as: Title, Author, Subject, ISBN, Publisher etc. The Library also provides facility to access e-resources using e-library section where 15 computers and internet connectivity has been provided. The library has Xerox facility for the users.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3230676

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**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 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

8826

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college IT infrastructure was upgraded when special financial assistance was accorded to the college in 2020 for. The interactive board, LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board, LCD projector, Digital Podium with inbuilt system, microphone system and speakers were installed. The whole college has been made wi-fi enabled & Airtel telecommunication wasinstalled.Wi-fi facility has been provided in allthe deparrtments of the college. The College also has Internet facility for Admission and examination related IT services. The Internet speed of 300 mbps.

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

4.3.2 - Number of Computers

129

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**E. < 5MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

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

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

2089906

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

POLICY FOR MAINTENANCE AND UTILIZATION OF SUPPORT FACILITIES and PHYSICAL FACILITIES: -

• Physical facilities such as Building of the college and Laboratories shall be maintained from the renovation grant

received from different agencies, namely Govt. of M.P., RUSA, World Bank and UGC.

• As the maintenance of building comes under the purview of PWD, PWD should be informed about the status of the building annually and should be requested for the painting of building periodically.

• In case of need, maintenance of Physical Infrastructure of the college can be executed through Janabhagidari fund.

• Apart from the cleaning staff appointed by the Govt. Looking at the spread area of the college, College can outsource cleaning personnel.

• The college shall manage its solid waste generated within the campus in collaboration with the Municipal Corporation.

• The drinking water points and ROs of the College should be maintained regularly by the service provider for the better and timely servicing of the machines. Sports equipments will be maintained as per requirement.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

9132

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

9132

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

225

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

225

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 has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

49

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

313

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

79

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

26

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

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

Institutions play a vital role in promoting students' representation & engagement in administrative, co-curricular, extracurricular activities. During the year college ensure active participation by establishing processes and norms for student involvement in decision making & governance. A well structural students council is typically formed to represent the voice of students' body. Students' representation is included in various institutional committees, such as academic, cultural, sports, disciplinary committees. This fosters a collaborative environment where students contribute to policy formation, events organisation, decision making processes. By involving students in these bodies our institution empowers them to take responsibilities, develop leadership skills, enhance their problem-solving capabilities.

In co-curricular and extracurricular domains, students actively participate in organizing cultural fasts, sports events, seminars, workshop, webinars. These activities promote teamwork, creativity and sense of ownership among students. Feedback was

mechanisms, open forums, and regular meetings ensure their suggestions, grievance are addressed effectively.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

64

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

In the year 2023-24, the alumni of the college have actively participated in the awareness programs and many members have given their selfless services throughout the year. They have come up with very good suggestions and motivated us to work hand-in-hand in for the development of humanity. Many students who have just passed from the college have rendered their valuable contribution towards the society and they are still actively participating even today. Many of them have successfully qualified for jobs and services in common sector and they have assured us to continue to render their services even after achieving their goals. The alumni activity participates in the celebration of our national festival in college.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To make our youth the torch-bearer of knowledge and to continue the rich legacy of imparting scientific education and groom them on an intellectual, social and humane platform.

Mission

1. To follow and improve Indian Knowledge system.

2. To provide maximum opportunities for employment to the students belonging to socially and economically backward communities of this region.

3. To open up need-based and modern avenues of higher education with consistently good quality.

4. To ensure women empowerment in the areas of employment and entrepreneurship.

5. To inculcate in the students a feeling of national pride, moral values, gender sensitivity and environmental consciousness.

6. To develop a well-groomed and empowered youth.

7. To nurture a socially responsible and value-driven generation.

The governance of the institution is in tune with its vision and mission and to achieve this, the Institution has well-defined structures of Governance, Leadership and Management.

The following initiatives accomplish the vision and mission of the institution:

- Academic Administration:

1. Monitored by HOD and the Principal.
2. Examination Management System Examination Reforms:
3. Infrastructural Development & Maintenance
4. Stakeholders Involvement in the college activities
5. Creating Institutional Brand Image:
6. Academic Research & Development:
7. Social Outreach Programmes:
8. Monitoring and Evaluation of Employment initiatives
9. Supporting Students from Disadvantaged Backgrounds:
10. Resource Mobilisation and Utilisation.
11. Environmental Concern through Sustainable Green Initiatives:

Started a separate library of Indian knowledge system.

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

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

In Academics Practices –

1. Follow the academic calendar framed by Higher Education of MP govt.
2. Framing of weekly Teaching Plan by different departments on the basis of college time table.
3. Maintaining and Verification of teaching diary record.
4. Invite students' feedback.
5. Conduct classes for weak students.

6. Organize job fair for needful students.
7. Guidancefor project work and internship
8. Guidance to theresearch scholars like JRF & Ph.D.

In Examination processes

1. Constitution of examination control room committees,
2. Instruction to invigilators for performing examination duties.
3. Instructions for the procedure of UFM cases.
4. Preparation of classroom wise seating plan.
5. Maintain the examination records.
6. Constitution of college level internal flying squad
7. Distribution of marksheets by college office staff.
8. Upload Online CCE marks to the university.
9. Prepare Duty chart for the invigilators.
10. Paper setting by faculty of our college for DAVV and other universities.
11. Organisation of project Viva-Voce as internal as well as external.
12. Conduct examinations of an open university like BHOJ University.
13. Conduct open and online Ph.D. viva voce
14. Conduct competitive exams like PSC, UPSC, SSC.

In Administrative Mechanism-

1. Formation of advisory committee.
2. Decision on maximum utilization of resources.
3. The core Time-Table committee prepares general time table.
4. Framing of different Policies.
5. Purchasing procedure is strictly followed as per Govt. norms.
6. Maintaining accounts and office record properly.
7. Formation of admission committee for smooth admissions.
8. Maintain college campus neat and clean.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute has robust Perspective/Strategic Plan up to 2025. This Strategic plan has set the following goals to be achieved during the plan period:

GOALS

1. **To provide quality education to weaker students (including SC, ST, OBC).**
2. **To nurture advanced theoretical and practical knowledge of the students and develop research aptitude in them.**
3. **To develop holistic personality of the students.**
4. **To enhance student abilities for entrepreneurship and placements.**
5. **To promote social responsibility among the students.**
6. **To involve students in eco-friendly activities.**
7. **To plan activities for the all-round development students' personality.**
8. **To develop Indian knowledge system.**

To accomplish Goal following milestones were fixed and achieved:

1. **Upgradation of new Computer laboratories:**
2. **Organization of seminars and workshops.**
3. **Experiential learning.**
4. **Had yoga workshops and session for students.**
5. **Developed a separate research viva voce smart room.**
6. **Developed a separate library for Indian knowledge system .**
7. **Developed separate sports grounds like cricket, volleyball, and kho-kho etc.**
8. **Organizedjob fair**
9. **Provided land for re-transplantation of trees.**

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

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

Since the college is a State Government institution functioning under the Department of Higher Education, Govt. of M.P. It is governed by the government's statutes and policies framed from time to time.

Functioning of administrative bodies-

Upper administrative setup

- Head of the department -commissioner of higher education.
- Divisional head- additional director higher education in each division of M.P.
- Under administrative setup head of the institution- Principal
- Head of the department for each department.
- Administrative officer for general administrative.
- Various committees.
- Supporting staff like- office staff, technical staff and assistant staff.

Policies- Well-defined Quality Policies are framed by Govt of M.P.

Appointment- Permanent faculty are appointed by the DHE, Govt. of M.P. as per UGC norms and govt guest faculty are appointed by the govt on the basis of merit and experience. Other Guest Faculty/ Visiting Faculty for Self-financed courses under various programmes are invited by Secretary, Janabhagidari Samiti of the college. Permanent office staff is also appointed by M.P. govt as per govt. norms

Service Rules & Procedures: It is mandatory for all the employees of the institution to follow the Government Service Rules of M.P. (1965).

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in	A. All of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institute has many welfare schemes for teaching and non-teaching staff effectively running in accordance with norms of MP government and the management of the institution.

1. Casual leave, medical leave, study leave, full paid maternity leave, paternity leave on request, Child Care leave, etc.
2. Encashment of earned leave.
3. Gratuity and all other Government welfare schemes.
4. Mandatory Group Insurance Schemes (GIS).
5. TWF for all teachers
6. 3% seats reservation in admissions of ward of higher education
7. Financial assistance for emergency medical expenses.
8. Loans or advances as per Govt. norms.
9. Appointment on compassionate grounds.
10. Faculty & Staff Development Programs are arranged. Duty leave, Travel allowances facility to staff members: as per Government rules.
11. To grant Special leave to teachers.
12. Financial Assistance for research-based work.
13. Internet support and assistance.
14. Extended Hours and e-library, INFLIBNET-NLIST.
15. Separate Parking Facility for staff is available.
16. There is a Grievance Redressal cell and Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place.

17. Uniforms for class four employees.
18. Open gym and sports facility
19. EPF contribution to collectorate rate of daily wages employees
20. House rent allowance
21. Time-bound gradations and promotions for Faculties, Librarians, Sports Officers and other non-teaching staff.
22. Pension benefits for all regular employees appointed prior to 31-12-2004 and NPS for all regular employees appointed on or after 01-01-2005

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

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

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

0

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 programs organized by the institution for teaching and non-teaching staff during the year

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

09

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

85

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Teaching Staff, Sports Officer and Librarian-

The system of annual Performance system is in place as per the

rules of the Higher Education Department. The Department's prescribed format for the appraisal of the teaching faculties is in tune with that of the parameters prescribed in UGC's API format. The modus operandi of the format is as follows:

1. The self-appraisal part is filled by the employee in detail.

2. Verified by the IQAC Coordinator.

3. Endorsed by the Head of the Institution (Principal) and is forwarded to the Additional Director, HE.

4. Rectified by the Additional Director and is forwarded to the Commissioner, HE.

5. The Commissioner finally approves the recommendations of the appraisers.

Non- Teaching Staff –

   1. The prescribed self-appraisers form is filled by the employee in detail.
   2. Verified approved and enclosed by the head of the institution.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution has a sound multi-tiered mechanism for financial internal and external audit process. Proper maintenance of accounts and records pertaining to it is maintained as per the Government of M.P. rules. The Institute uses Dual mode (Tally software as well as cash book) for maintaining the receipts/income & payments/expenditure record.

Internal audit:

The Institution adopts a robust mechanism and continuous process of internal audit, which is initiated after every financial transaction. A professor in charge is appointed as bursar and all the procedures to be followed for expenses are thoroughly scrutinized by him. Procurement procedures are strictly followed as per Govt. guidelines.

External audit: -

Institute hires an independent chartered accountant for true and fair external audit. He as an External Auditor conducts the audit as per the norms of Standard Accounting Policies and give his audit reports to the head of the institution for every financial year.

Special Audit:-

Accountant General of M.P. audit- Once in bunch of years an audit team from the office of the Accountant General of Madhya Pradesh Gwalior conduct govt. audit. This audit team do a detail audit and give his audit report to the AGMP. AGMP then send a detail audit notes to the head of institution call audit Kandikas in anticipation of removal of objections mentioned in audit kandikas.

For financial activities regarding WB-MPHEQIP:-

Separateindependent auditor's team perform audit operations as per the regulations of World Bank & MPHEQIP.

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

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

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

00

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main sources of fund-flow in the college for various fields of expenditure are as under-

State Government:

1. Non-Plan – From the State Exchequer for salaries, allowances, and other recurring expenditures which are drawn from Global Budget through treasury transactions.

2. Plan – (a) State Exchequer – for specific projects like buildings, and other learning infrastructure development. (b) MPHEQIP in Collaboration with World Bank-For Infrastructure Development.

Janbhagidari:

1. Non-Plan – From fees collected from Self Financing Programmes – Utilized for salaries of teaching for the self-financing Courses, and other related expenses.

2. Plan – Development Fees collected from students – Utilized for infrastructure development.

Other-

Interest on saving bank account & interest on term deposits. The funds utilised for infrastructure and maintenance of library, sports amenities, furniture and stationery, green campus and eco-friendly environment, academic, teaching aids/tools, software and internet facilities, staff payments and benefits, salaries of faculties and other benefits and establishment expenditure.

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

6.5 - Internal Quality Assurance System

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

During the post accreditation period of 3rd Cycle, the IQAC has channelized all its efforts towards promoting its academic excellence with scientific pursuit along with Infrastructural and technology enabled support mechanism:

1. Facilitating Quality Enrichment Programme and trainings.

2. Facilitating Research, Development, Innovation & Incubation activities.

3. Promoting holistic development of the students.

4. Promoting participation in AISHE

5. Taking Green and Sustainable initiatives.

6. Facilitating implementation of Sustainable Development Goals (SDGs)-2030.

7. Facilitation for adoption of NEP-2020:

8. Promoting Indian Knowledge system

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews and monitors its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and records the incremental improvement in various activities. 1. Academic review through periodical meetings: The IQAC holds regular meetings periodically with the Heads of the Departments under the chairmanship of the Principal to review the progress of academic activities. IQAC monitors the internal assesment in terms of CCE,integration of innovative teaching-learning pedagogical methods and focussed on blended mode of teaching. In NEP 2020 the course specific outcomes and program specific outcomes are already mentioned , the concerning teachers go through with this specification. Special trainings to design lesson plans and use various and innovative pedagogies. Attainment of program outcomes and course outcomes are evaluated by the institution through Outcome Based Education (OBE). Additionally, Question Papers for CCE are prepared and assessed as per Revised Bloom's Technology. Components of Assessment: Both, the Formative and Summative Assessment methods with internal (25%) and external (75%) weightage components in Theory as well as Practicalshas been considered.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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

There were many programs organized in the college for gender equity. Several program like "Beti Bacho Beti Padaao, International Women's Day, National Youth Day" programs were organised. The programs like eradication of social evils like Dowry system, Child marriages, Sex ratio inequality, Female infanticide awareness, Domestic violence were organized so that the society get aware about these evils practices and they can be removed by making the youth aware about these. The program focusing Gender Equality are organized. Self – defence training for girls and other Women Empowerment programs are organized. There is separated common room for girls which has not only toilet but also sanitary vending machine. For the personality development, physical development and self-defence of girl's students and boys' students, various programs are organized from time to time by NSS/NCC Sports department and Yoga department, Social Work department

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has a proper and classified system of Waste Management in the college. On the guidelines of Indore Municipal Corporation. Dry Garbage and Green Garbage are put separately in the separate Dustbins, kept for both kinds of garbage. These 2 types of garbage bins are placed all over the campus. The Solid waste collected in the college is separately disposed-off with the help of Indore Municipal Corporation. It has been the efforts that leased amount of plastic is used in the college. This solid waste is sent to recycling centre of the city by Indore Municipal Corporation. Rest green waste of the college is put in the composed pit of the college which produces the composed manure in the college. This manure is used in the pots of the plants and for the trees in the college premises. This college campus is plastic free area. The different wings of NCC, NSS and other programs are organized to maintain the campus plastic free. These NCC, NSS wings of the college also organize zero plastic campaign (collection of stray plastic in the campus). A separate room is assigned for the disposal or E-Waste produced in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**No File Uploaded**

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	B. Any 3 of the above

File Description	Documents
Geo tagged 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
Geo tagged 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 are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the 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 socioeconomic and other diversities (within 200 words).

Many programs are organized in the college for communal harmony. For e.g. Harmony Day pledge, Meri Mati Mara Desh, Program on importance of Tiranga, Amrit Kalash Yatra, National Unity Day,

Practices Yoga program, National Youth Day, Gandhi Jayanti, Madhya Pradesh Foundation Day program, Human Rights Day program. The program like rallies Skits, Streets Pledge, Oath taking, Lectures, Training program focussing on social issues are organized in the college and out of the college. The different language department of the college, Hindi, Marathi, Sanskrit, English, organize Hindi Day, Marathi Day. Separate programs are organized to encourage the students to learn various languages other than their Mother Tongue. Along with this an English Language Lab is actively engaged to promote efficiency in English Language.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Awareness is the key aim of the institutions. The students should be free of superstitions, should be aware of civil rights and duties and health issues arising because of bad habits. The college aims at creating political awareness among the students. Hence, many programs are organized for creating Constitutional responsibility, promotion of commitment and development of political consciousness. This has inculcated human values, awareness of human rights, civil rights and duties. The college organizes various activities like Rallies, Street Plays, Poster exhibition, Essay Writing competition, Speech competition, Slogan Writing competition and Debate competitions, etc. These programs are organized by NCC wings, NSS units, Sports department, RRC, Red Cross committee, social work department, Yoga Department, Sociology Department from time to time. These activities not only inculcate awareness and duty consciousness, Civic duties of common citizens among the students and faculty but also among common people of the society. For the purpose of attaining the goal, the college organizes World Environment Day, Plantation Program, Seedling Program, Anti-Intoxication Program, Clean India Program, Energy and Water conservation program, Voter's Awareness program, HIV/AIDS Awareness Program, Traffic Safety Program, Energy Awareness Program, Madhya Pradesh Youth Policy Program, etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. 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 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 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 programs 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

National and International are celebrated in the college so that the students are made aware of the important days. The celebration of these days marks the importance of the particular days. The participation of the students and their involvement make it a learning in its own self. The main's celebrated days are such-

   1. World Environment Day- 5 June

2. NSS day
3. Flag day (NCC)
4. Human right day
5. International Yog Day
6. Teachers' day
7. National Unity Days
8. World Aid Days
9. Ganesh Utsav
10. Guru Purnima Program
11. International Women's Day- 8 March
12. World Water Day- 22 March
13. NATIONAL DAYS: 1- INDEPENDECE DAY 15 AUGUST
14. REPUBLIC DAY 26 JANUARY
15. SHAHID DIVAS 30 JANUARY
16. CONSTITUTION DAY 26 NOVERMBER
17. GANDHI JAYANTI 2 OCTOBER
18. YUVA SANKALP DIVAS 20 MAY

RASTRIY RKTA DIVAS 31 OCTOBER

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

The Majezzi Studio was established in May'2013. It was a boon for the students of Journalism. Objective of the Practice To let people know about the academic activities, cultural activities, sports activities and other events organized by NCC, NSS, Lectures of important people and other activities in the college. The Context The ABC Channel was started with the aim of popularizing the activities conducted in the college and the talent shown by the students on a bigger platform. The Practice It has been a practice since inception to cover all the important events of the college and that coverage is broadcasted through ABC Channel of the college. This Channel is available on

YouTube so its reachability becomes very vast The Evidence of Success We are proud that all the work of making and broadcasting is done by students under the guidance of staff. All the broadcast are available on YouTube. Problems Encountered and Resources required The college has basic structure of Studio where the students act as anchor, prepare the script for anchoring. Better funds are required Notes The good part about this is that the students can think of making Multimedia as their profession. 2. Title of the Practice Encouragement to sports and wellness Objectives of the Practice- Development of sports, to create interest in sports and Yoga among students. To create awareness about the health benefits of sports and yoga among students

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

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College is a Vehicle of Social Change as it caters to the needs of poor marginalised, backward and low-income students. Here they change their lives through Education, Skill development and social political awareness. So, a college contributes to Nation Building in a silent manure.

The College aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence confidence and excellence Mission:

To facilitate meaningful education to socially and economically backward classes by taking in hand the social needs, access, equity, and quality. Strive to materialize our vision by focusing on the all-round development of the students' personality through proper education and exposure. Inculcate core human values to the learners and instil in the minds of the students the ethical values of our rich cultural tradition. Contribute to the transformation of prevailing social conditions so that values enshrined in the constitution of India- social justice, equality of opportunity, democratic freedom to all,

tolerance and respect to all religions may be brought closer to realization. Organize various academic and co-curricular activities in the college to develop leadership qualities, team spirit, communication skills and mutual responsibility. Promote attitude of research and examination among the youths to developing an intellectual society.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Analyse the Question paper of Internal Assessment for each course. Academic activity calendar will be prepared by IQAC for the Annual and Semester patterns. IQAC will ensure that Departmental Calendars of Activities (Academic and Co-curricular) are prepared and followed by every department. IQAC will ensure that Teaching plans are available and meticulously followed in every department. Objectives of the curriculum will be achieved by departments and ensured by IQAC. Academic Flexibility National Education Policy will be introduced in UG's fourth year (Honors and Research). Departments are instructed to organize Value-added Courses and special lectures for the students

Curriculum Enrichment: IQAC will ensure that Excursion, Study tours, field visits, group discussions, seminars, workshops, webinars are to be conducted in various departments. At least 1-2 Sensitization programs/ courses on crosscutting issues like gender, environment, Mental health awareness programs, Women empowerment programs, Traffic awareness programs, human values, Human rights and professional ethics will be organized.

Extra-Curricular activities: Promote the sports and cultural activities and green initiatives in the institute.

Feedback System: Feedback will be obtained from teachers, students, alumni, and parents. Feedback will be analysed and new initiatives will be introduced. Identify slow and advanced learners in the start of academic session.