



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

|   |   |
|---|---|
| <b>1. Name of the Institution</b>             | GOVT. MANKUNWAR BAI ARTS AND COMMERCE<br>AUTONOMOUS COLLEGE FOR WOMEN |
| Name of the head of the Institution           | Dr. Rashmi Choubey  |
| Designation                                   | Principal   |
| Does the Institution function from own campus | Yes   |
| Phone no/Alternate Phone no.                  | 07612401300   |
| Mobile no.                                    | 9302780527  |
| Registered Email                              | hegmkbaaccjab@mp.gov.in   |
| Alternate Email                               | mkbiqacjbp@gmail.com  |
| Address                                       | Napier Town Near Shashtri Bridge                                      |
| City/Town                                     | Jabalpur  |
| State/UT                                      | Madhya Pradesh  |
| Pincode                                       | 482002  |

|   |                        |
|---|------------------------|
| <b>2. Institutional Status</b>                                      |                        |
| Autonomous Status (Provide date of Conformant of Autonomous Status) | 27-Dec-1990            |
| Type of Institution   | Women                  |
| Location  | Urban                  |
| Financial Status  | state                  |
| Name of the IQAC co-ordinator/Director                              | Dr. Sudha Mehta        |
| Phone no/Alternate Phone no.  | 07612401300            |
| Mobile no.  | 9302129440             |
| Registered Email  | mkbiqacjbp@gmail.com   |
| Alternate Email   | hegmkaaccjab@mp.gov.in |

|  |   |
|--|---|
| <b>3. Website Address</b>  |   |
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="http://www.mphighereducation.nic.in/gmkbcjabalpur">http://www.mphighereducation.nic.in/gmkbcjabalpur</a> |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="http://www.mphighereducation.nic.in/gmkbcjabalpur">http://www.mphighereducation.nic.in/gmkbcjabalpur</a> |

| <b>5. Accrediation Details</b> |       |       |                      |             |             |
|--------------------------------|-------|-------|----------------------|-------------|-------------|
| Cycle                          | Grade | CGPA  | Year of Accrediation | Validity    |             |
|                                |       |       |                      | Period From | Period To   |
| 1                              | A+    | 93.00 | 2004                 | 16-Feb-2004 | 15-Feb-2009 |
| 2                              | A     | 3.10  | 2014                 | 10-Dec-2014 | 14-Dec-2019 |

|   |             |
|---|-------------|
| <b>6. Date of Establishment of IQAC</b> | 25-Mar-2004 |
|---|-------------|

|   |
|---|
| <b>7. Internal Quality Assurance System</b> |
|---|

| Quality initiatives by IQAC during the year for promoting quality culture |                 |                                       |
|---|-----------------|---------------------------------------|
| Item /Title of the quality initiative by                                  | Date & Duration | Number of participants/ beneficiaries |

|  |                   |     |
|--|-------------------|-----|
| IQAC   |                   |     |
| Workshop-Embroidery Art  | 06-Sep-2016<br>15 | 175 |
| Rajyastariya Sangoshthi -<br>Subhadra Kumari Chouhan<br>Vyaktitva Krutitva | 29-Aug-2016<br>02 | 72  |
| Rastriya Sangoshthi Hindi<br>Department, Kadambari                         | 26-Nov-2016<br>01 | 51  |
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**8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme        | Funding Agency | Year of award with duration | Amount  |
|--------------------------------|---------------|----------------|-----------------------------|---------|
| Higher Education               | Component VII | Rusa           | 2016<br>2016                | 5500000 |
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1. Orientation Programme 2. Exhibition Cum Sale 3. Zero Classes 4. Establishment of 15 Clubs 5. National Workshop on Embroidery Art (06/09/2016 to 20/9/2016)

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action  | Achievements/Outcomes  |                        |              |               |             |
|---|--|------------------------|--------------|---------------|-------------|
| 1. Organising Career Oriented Programmes and Trainings  | Some Placement Agencies were invited to The institution for the benefit of Students. Lectures were also delivered to inform students about employment avenues, skill development, programmes and career prospects in government Sector.  |                        |              |               |             |
| 2. Health for All   | Doctors and Specialists were invited for check up of haemoglobin, calcium BMI and skin. Medical camps and lectures were also organised. A series of lectures were held on topics like stress, fear, anxiety management.  |                        |              |               |             |
| 3. Feedback from Students and other Stake Holders   | Feedback is takes at the end of orientation and training programmes, record is maintained of the feedback results.   |                        |              |               |             |
| 4. Promoting Research Activities  | The college is actively involved in various research activities. It organises seminars, conferences, symposium and workshop and promotes teachers to participate in them. Student participation is also ensured. The following seminars/conferences were organised during the session. (i) 15 day workshop on Embroidery Art was organised by Dept. of Home Science (06/09/2016 to 20/09/2016) (ii) National seminar was organised by Kadambari Sanstha on "Vishvapatal main Hindi". (iii) Dep. of History & Triveni Parishad Organised a Symposium on Rani Durgavati Balidan Diwas. |                        |              |               |             |
| 5. Strengthening of Gym   | Fitness equipments and machines have been installed- like Jogger, Twister, S.Cross , Abs Rod and Cycle to maintain the quality of Gymnasium.   |                        |              |               |             |
| <a href="#">View File</a>   |  |                        |              |               |             |
| 14. Whether AQAR was placed before statutory body ?   | Yes  |                        |              |               |             |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 1749 796 1794">Name of Statutory Body</th> <th data-bbox="798 1749 1476 1794">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 1796 796 1848" style="text-align: center;">Staff Council</td> <td data-bbox="798 1796 1476 1848" style="text-align: center;">06-Dec-2019</td> </tr> </tbody> </table> |  | Name of Statutory Body | Meeting Date | Staff Council | 06-Dec-2019 |
| Name of Statutory Body  | Meeting Date   |                        |              |               |             |
| Staff Council   | 06-Dec-2019  |                        |              |               |             |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?   | Yes  |                        |              |               |             |
| Date of Visit   | 05-Dec-2017  |                        |              |               |             |

|  |   |
|--|---|
| <b>16. Whether institutional data submitted to AISHE:</b>  | Yes   |
| Year of Submission   | 2017  |
| Date of Submission   | 15-Mar-2017   |
| <b>17. Does the Institution have Management Information System ?</b>                             | Yes   |
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | College Information management system is controlled by head of the institution. Principal distribute duties to professor, permanent/ temporary employees and stakeholder as interested to her by the government. To achieve this she uses various types of management systems. Micro, macro level Timetable is prepared to facilitate teaching. Orders, circulars, notes, information etc. are circulated to all the staff, teaching and others. Many managerial information is circulated, received and sent with help of latest information technology. Web site and email is helpful in disbursing information to higher authorities. Accounts related work is carried out with the help of IFMIS. |

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Design and Development**

##### 1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

| Name of Programme | Programme Code | Programme Specialization | Date of Revision |
|-------------------|----------------|--------------------------|------------------|
| MA                | C017           | Philosophy               | 23/09/2016       |
| MA                | C018           | Political Science        | 06/08/2016       |
| MA                | C020           | Psychology               | 05/08/2016       |
| MA                | C026           | Sociology                | 06/08/2016       |
| MA                | C027           | Urdu                     | 22/10/2016       |
| BA                | C028           | Arts                     | 22/10/2016       |
| BCom              | C032           | Commerce                 | 06/08/2016       |
| MCom              | C031           | Commerce                 | 06/08/2016       |
| MA                | C004           | Drawing and Painting     | 03/08/2016       |
| MA                | C005           | Economics                | 06/08/2016       |
| MA                | C006           | English                  | 08/08/2016       |

|                           |      |         |            |
|---------------------------|------|---------|------------|
| MA                        | C008 | Hindi   | 08/08/2016 |
| MA                        | C009 | History | 06/08/2016 |
| MA                        | C014 | Music   | 10/08/2016 |
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

| Programme with Code       | Programme Specialization | Date of Introduction | Course with Code                       | Date of Introduction |
|---------------------------|--------------------------|----------------------|--|----------------------|
| PG Diploma                | Psychology               | 01/07/2016           | Guidance and Clinical Counselling (CL) | 01/07/2016           |
| BCom                      | Computer Application     | 01/07/2016           | BCom Computer Application (C198)       | 01/07/2016           |
| BA                        | Computer Application     | 01/07/2016           | BA Computer Application                | 01/07/2016           |
| BA                        | Hindi                    | 01/07/2016           | Prayojan Mulak Hindi                   | 01/07/2016           |
| PG Diploma                | Political Science        | 01/07/2016           | Public Administration                  | 01/07/2016           |
| <a href="#">View File</a> |                          |                      |  |                      |

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

| Programme/Course  | Programme Specialization           | Dates of Introduction |
|-------------------|------------------------------------|-----------------------|
| MA                | Craft work & Doll Making, Clay Art | 16/01/2017            |
| BCom              | Craft work & Doll Making, Clay Art | 16/01/2017            |
| BA                | Craft work & Doll Making, Clay Art | 16/01/2017            |
| MCom              | Performing Arts                    | 16/01/2017            |
| MA                | Performing Arts                    | 16/01/2017            |
| BCom              | Performing Arts                    | 16/01/2017            |
| BA                | Performing Arts                    | 16/01/2017            |
| BCom              | Textile Printing                   | 16/01/2017            |
| BA                | Textile Printing                   | 16/01/2017            |
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

| Name of programmes adopting CBCS | Programme Specialization                                | Date of implementation of CBCS/Elective Course System |
|----------------------------------|---|---|
| BA                               | CBCS has not been implemented in the college during the | 01/04/2016  |

**1.3 – Curriculum Enrichment**

## 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses                               | Date of Introduction | Number of Students Enrolled |
|---|----------------------|-----------------------------|
| Textile Printing                                  | 16/01/2017           | 50                          |
| Performing Arts                                   | 16/01/2017           | 50                          |
| Pot Making Decoration                             | 16/01/2017           | 50                          |
| Craft Work Doll Making,<br>Clay Art               | 16/01/2017           | 50                          |
| PG Diploma in Guidance<br>in Clinical Counselling | 01/07/2017           | 2                           |
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## 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title   | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|---|
| BA                        | Internship/Project       | 406   |
| BCom                      | Internship/Project       | 196   |
| MA                        | Internship/Project       | 137   |
| MCom                      | internship/Project       | 62  |
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**1.4 – Feedback System**

## 1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | No  |
| Alumni    | Yes |
| Parents   | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

## Feedback Obtained

• All the academic as well as infrastructural development plans are carried out on the basis of feedback obtained from various stakeholders. • Teacher guardian meetings are arranged every year. In such meetings students freely write about their views on the curriculum, teaching learning, evaluation, support services, and overall learner centric issues in the prescribed booklets. They are also encouraged to propose their suggestions on curriculum. • The provision of having a former student of the college on the board of studies, as a member facilitates alumni feedback required for curriculum revision and developmental initiatives. The college invites eminent national resource persons and obtains their valuable suggestion on curriculum by conducting seminars and workshops. • Each PG departments has association of students for academic activities. During the extension lectures feedback on curriculum is obtained. The alumni feedback is obtained during alumni interaction. • The feedback is obtained from representatives from industry on various Boards of Studies. • Recommendations of the expert review committee are also taken into consideration while

initiating any curriculum enrichment measure and also any developmental activity. Faculty members are encouraged to attend seminars, workshops and conferences organized at national and international levels. This enables them to be abreast of the most recent developments in their disciplines. This also enables them to introduce advancement in the curriculum. • In order to ensure quality sustenance and quality enhancement IQAC is functioning in the college. It is instrumental in effective development of the curricula through Seminars, Workshops, Orientation and training programmes for the faculty and students. • Teaching Departments organize extension lectures, group discussion, quiz, debate, elocution and several other activities to enhance the curricula.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA                    | Arts                     | 550                       | 900                            | 539               |
| BCom                  | Commerce                 | 260                       | 1000                           | 258               |
| MA                    | Arts                     | 430                       | 200                            | 179               |
| MCom                  | Commerce                 | 70                        | 100                            | 69                |
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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2016 | 1937  | 459   | 64  | 61  | 64   |

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 64                         | 64  | 5                                 | 4                                | 4                          | 9                               |
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#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Teacher Guardian Scheme To establish a positive communication between teacher and taught. Teacher guardian scheme has been introduced. under this scheme faculty is allotted certain number of students at beginning of the academic year formally. Faculty keeps a record of the attendance of the students. Information regarding comprehensive continuous assessment complaints and expectations from college, teaching methodology, cleanliness etc. Teacher guardian guides students from time to time according to their needs to develop the personality of a student. Two meetings are held during each academic session between the guardian and the student for both the faculty of commerce and social science according to the availability of timeslot allotted to both faculties. Student teacher ratio for this purpose is 40:1. A register is provided by the



college committee to maintain record of each student. At the end of the session register and reports are submitted. The college administration reviews and solves the problems pointed out by the students. Nearly 75 students actively contact their guardians from time to time.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 2396   | 64                          | 1 : 37                |

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 76                          | 64                      | 12               | 64                                       | 59                       |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award     | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|-------------|--|
| 2017              | Dr Sapna Chawla,<br>State Level   | Professor   | Ati Vishist NCC officer life time award of Rs. 50,000                        |
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## 2.5 – Evaluation Process and Reforms

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

| Programme Name                     | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|------------------------------------|----------------|----------------|--|---|
| No Data Entered/Not Applicable !!! |                |                |  |   |
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

| Number of complaints or grievances about evaluation | Total number of students appeared in the examination | Percentage |
|---|--|------------|
| 46  | 2396   | 2          |

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mphighereducation.nic.in/gmkbjabalpur>

2.6.2 – Pass percentage of students

| Programme Code                     | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|------------------------------------|----------------|--------------------------|---|---|-----------------|
| No Data Entered/Not Applicable !!! |                |                          |   |   |                 |

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.mkbjabalpur.in/result%20fofer/resultmkb.htm> and <https://drive.google.com/file/d/156j3woWjwYrPKO04bFMslilKyeU4avod/view?usp=sharing>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

| Type                                      | Name of the teacher awarded the fellowship | Name of the award | Date of award | Awarding agency |
|---|--|-------------------|---------------|-----------------|
| <b>No Data Entered/Not Applicable !!!</b> |  |                   |               |                 |
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### 3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Minor Projects        | 730      | UGC Bhopal                 | 100000                 | 100000                          |
| Minor Projects        | 730      | UGC Bhopal                 | 150000                 | 150000                          |
| Minor Projects        | 730      | UGC Bhopal                 | 300000                 | 300000                          |
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

3

### 3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar                 | Name of the Dept. | Date |
|---|-------------------|------|
| <b>No Data Entered/Not Applicable !!!</b> |                   |      |
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation                   | Name of Awardee | Awarding Agency | Date of award | Category |
|---|-----------------|-----------------|---------------|----------|
| <b>No Data Entered/Not Applicable !!!</b> |                 |                 |               |          |
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### 3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center                         | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|------|--------------|----------------------|--------------------|----------------------|
| <b>No Data Entered/Not Applicable !!!</b> |      |              |                      |                    |                      |
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### 3.4 – Research Publications and Awards

#### 3.4.1 – Ph. Ds awarded during the year

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| History                | 3                       |
| Psychology             | 2                       |
| Political Science      | 2                       |
| Music                  | 2                       |
| Urdu                   | 1                       |
| Commerce               | 4                       |

#### 3.4.2 – Research Publications in the Journals notified on UGC website during the year

| Type                                      | Department | Number of Publication | Average Impact Factor (if any) |
|---|------------|-----------------------|--------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |            |                       |                                |
| <a href="#">View File</a>                 |            |                       |                                |

#### 3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department                | Number of Publication |
|---------------------------|-----------------------|
| Commerce                  | 10                    |
| Psychology                | 11                    |
| Urdu                      | 1                     |
| Music                     | 2                     |
| English                   | 1                     |
| Sanskrit                  | 3                     |
| Drawing Painting          | 2                     |
| Geography                 | 1                     |
| Sociology                 | 2                     |
| Political Science         | 4                     |
| History                   | 10                    |
| Economics                 | 3                     |
| Hindi                     | 18                    |
| Home Science              | 10                    |
| <a href="#">View File</a> |                       |

#### 3.4.4 – Patents published/awarded during the year

| Patent Details                            | Patent status | Patent Number | Date of Award |
|---|---------------|---------------|---------------|
| <b>No Data Entered/Not Applicable !!!</b> |               |               |               |

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### 3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
|--------------------|----------------|------------------|---------------------|----------------|---|---|

**No Data Entered/Not Applicable !!!**

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### 3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
|--------------------|----------------|------------------|---------------------|---------|---|---|

**No Data Entered/Not Applicable !!!**

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### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

| Number of Faculty                  | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| <b>Attended/Seminars/Workshops</b> | 14            | 151      | 19    | 2     |
| <b>Presented papers</b>            | Nill          | 76       | Nill  | Nill  |
| <b>Resource persons</b>            | Nill          | 2        | Nill  | Nill  |

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## 3.5 – Consultancy

### 3.5.1 – Revenue generated from Consultancy during the year

| Name of the Consultan(s) department | Name of consultancy project | Consulting/Sponsoring Agency | Revenue generated (amount in rupees) |
|-------------------------------------|-----------------------------|------------------------------|--------------------------------------|
| 0                                   | 0                           | 0                            | 0                                    |

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### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

| Name of the Consultan(s) department | Title of the programme | Agency seeking / training | Revenue generated (amount in rupees) | Number of trainees |
|-------------------------------------|------------------------|---------------------------|--------------------------------------|--------------------|
| 0                                   | 0                      | 0                         | 0                                    | 0                  |

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## 3.6 – Extension Activities

### 3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|-------------------------|--|--|--|
| Visit to Orphanage      | Redcross                                     | 5  | 75   |

|   |     |     |     |
|---|-----|-----|-----|
| Nukkad Natak on awareness drug free Society       | NSS | 2   | 13  |
| International Yoga Day                            | NSS | 2   | 19  |
| Rally on Environment Awareness                    | NSS | 2   | 17  |
| Self Defence Camp 17/10/2016                      | NSS | 2   | 256 |
| Nukkad Natak Cashless Transaction Programme       | NSS | 2   | 69  |
| Indian Digital Drive 13/01/2017                   | NSS | 2   | 248 |
| Cleanliness Drive Umha Ghat, Gwarighat 09/08/2016 | NSS | 2   | 46  |
| RE RDC Bhopal Cedet Sanyukta                      | NCC | Nil | 1   |
| International Yoga day 21/06/2017                 | NCC | 2   | 50  |
| NCC C Certificate Board Member                    | NCC | 2   | 52  |
| Republic Day Parade 2017                          | NCC | 2   | 65  |
| Award Ati Vishishit NCC Adhikari 2016             | NCC | 1   | Nil |
| Visit to Girls Blind School                       | NCC | 2   | 60  |
| Visit to Orphanage                                | NCC | 2   | 65  |
| CATC Sports Camp. Indore                          | NCC | 2   | 18  |
| Self Defence Training to cadets (                 | NCC | 2   | 30  |
| Indulged in Swatch Bharat Campaign                | NCC | 2   | 65  |
| Lecture on Swatch Bharat Campaign                 | NCC | 2   | 60  |
| Workshop Environment Conservation                 | NCC | 2   | 60  |
| Independence day                                  | NCC | 2   | 60  |

|  |     |   |    |
|--|-----|---|----|
| Celebration for completing 70 yrs of Independence  |     |   |    |
| Anti Drug Swatch Bharat Abhiyan                    | NCC | 2 | 60 |
| Independence Day Parede, Pt. RS Sukla Stadium, JBP | NCC | 2 | 65 |
| National Trekking HIMTREK                          | NCC | 2 | 65 |
| <a href="#">View File</a>                          |     |   |    |

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity                      | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|-------------------|-----------------|------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                   |                 |                              |
| <a href="#">View File</a>                 |                   |                 |                              |

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme                | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|-----------------------------------|---|----------------------|--|--|
| Gender Awareness                  | Collector Jabalpur                          | EShakti              | 1  | 100  |
| Cleanness Drive                   | NSS   | Clean Narmada        | 2  | 46   |
| Swachh Bharat Campaign            | NCC   | Cleanness            | 2  | 60   |
| Lecture of Swacch Bharat Campaign | NCC   | Swacchta Abhiyan     | 2  | 65   |
| Awareness Programme               | IQAC  | Aids Awareness       | 5  | 180  |
| No file uploaded.                 |   |                      |  |  |

### 3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity             | Participant       | Source of financial support | Duration |
|--------------------------------|-------------------|-----------------------------|----------|
| NSS (Student Exchange Program) | 1. Nidhi Upadhaya | Central Government          | 10       |
| No file uploaded.              |                   |                             |          |

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab | Duration From | Duration To | Participant |
|-------------------|----------------------|--|---------------|-------------|-------------|
|                   |                      |  |               |             |             |

|                   |   |   |            |            |     |
|-------------------|---|---|------------|------------|-----|
|                   |   | with contact details  |            |            |     |
| Project Work      | Guide and Supervisor, Geographical Survey, Musician, Teacher, Civil Service, School, College, Railway, Special Educator, Chartered Accountant, Manager, | Rani Durgawati Museum, Survey of India, Bhatkhande Sangeet Maha vidhyalaya, Coaching Institute, Vihan Rehabil itation centre, Audiguru Sansthan, Chartered Accountent office, Tourism office cooking kendra | 15/03/2017 | 15/04/2017 | 699 |
| No file uploaded. |   |   |            |            |     |

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

| Organisation                       | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|------------------------------------|--------------------|--------------------|---|
| No Data Entered/Not Applicable !!! |                    |                    |   |
| <a href="#">View File</a>          |                    |                    |   |

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 39629052   | 22309696                                       |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                        | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Campus Area                       | Existing                |
| Class rooms                       | Existing                |
| Laboratories                      | Existing                |
| Seminar Halls                     | Existing                |
| Classrooms with LCD facilities    | Existing                |
| Seminar halls with ICT facilities | Existing                |
| Classrooms with Wi-Fi OR LAN      | Existing                |
| No file uploaded.                 |                         |

## 4.2 – Library as a Learning Resource

### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| Soul                      | Fully                                     | 2.0     | 2004               |

### 4.2.2 – Library Services

| Library Service Type | Existing |         | Newly Added |        | Total |         |
|----------------------|----------|---------|-------------|--------|-------|---------|
| Text Books           | 19000    | 2060000 | 133         | 6687   | 19133 | 2066687 |
| Reference Books      | 23123    | 3075570 | 63          | 11658  | 23186 | 3087228 |
| e-Journals           | Nil      | Nil     | 5           | 10000  | 5     | 10000   |
| Library Automation   | Nil      | Nil     | 1           | 125940 | 1     | 125940  |
| No file uploaded.    |          |         |             |        |       |         |

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher                | Name of the Module | Platform on which module is developed | Date of launching e-content |
|------------------------------------|--------------------|---------------------------------------|-----------------------------|
| No Data Entered/Not Applicable !!! |                    |                                       |                             |
| <a href="#">View File</a>          |                    |                                       |                             |

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

| Type     | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 102             | 3            | 12       | 10               | 0                | 1      | 15          | 11                              | 0      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                               | 0      |
| Total    | 102             | 3            | 12       | 10               | 0                | 1      | 15          | 11                              | 0      |

### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

|                |
|----------------|
| 100 MBPS/ GBPS |
|----------------|

### 4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility  |
|--|---|
| Nil  | <a href="http://www.mphighereducation.nic.in/gmkbcjabalpur">http://www.mphighereducation.nic.in/gmkbcjabalpur</a> |

## 4.4 – Maintenance of Campus Infrastructure



4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 20095594                               | 20095594   | 2214102                                | 2214102  |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The college has adequate physical infrastructure to support the smooth functioning of various kinds of academic and cocurricular activities. The planning committee works on the need of adequate availability of infrastructure. There are 75 classrooms to accommodate 2396 number of students. The college functions in two shifts, in this way 1200 students are accommodated in each shift. College has 102 computers in all. Infrastructure is optimally utilized between the two shifts of the students. The Computer student ratio is 1:18. Total area of the library (in Sq. Mts.) 424.76 • Total seating capacity 60 persons at a time. • Library is kept open throughout the year except on government holidays. • The library is open for 07 hours every day. • Layout of the library is well planned. There is separate area for specific purposes for example Research and Reading room. • Directions are given to the users to access the collection by fixing boards and keywords. • Open access system is allowed to all the students and research scholars. • The library staff guides and directs the users in finding the required material to scholars. Brail Software for blind students is available in the library. • Separate net browsing area is available. • The lounge area at the entrance of the library gives easy access for reading newspapers. The development mechanism of the colleges is supported by the feedback obtained from various stakeholder especially the students as the approach of the institution is student eccentric. On the basis of the feedback so obtained different proposals regarding development of infrastructure, academic programme, curricular framework, student support system etc. are put before the planning board. in order to promote a good teaching and learning environment. Alumni, Janbhagidari and UGC, provide funds to fulfill the requirements. To keep pace with the academic growth the college infrastructure has been strengthened during the last 4 years. The college has Maintenance Committee that has a senior faculty as its convenor and 3 to 4 faculty, student and stakeholder as its members. The committee oversees maintenance of building, classrooms and laboratories. If the college requires further renovation then it is approved by the statutory bodies and renovation is done by PWD. The institution has a strong mechanism to monitor effective and efficient management of finances and use of resources provided from the UGC, state government the Janbhagidari and through certain spousors from the public and industry. To monitor the funds received from the UGC autonomous organizational setup provides for a finance committee which is a statutory body comprising the principal as its chairman and member representatives from the faculty and from the state government finance department. It is pertinent to mention that even in this finance committee student representation is ensured. The aforesaid finance committee advises the executive/governing body in matters concerning finance. This committee sanctions college proposals regarding fee structures, fund, expanses etc. Apart from the UGC finance committee Janbhagidari Samiti and from stakeholders analyse and consider the financial viability of developmental proposals placed before

**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

## 5.1 – Student Support

### 5.1.1 – Scholarships and Financial Support

|                                      | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution   | 0                        | 0                  | 0                |
| Financial Support from Other Sources |                          |                    |                  |
| a) National                          | 0                        | Nil                | 0                |
| b) International                     | 0                        | Nil                | 0                |
| <a href="#">View File</a>            |                          |                    |                  |

### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme                | Date of implemetation | Number of students enrolled | Agencies involved                       |
|--|-----------------------|-----------------------------|---|
| Soft skill development                                   | 16/11/2016            | 50                          | Vama Textile Industries                 |
| Soft Skill development                                   | 09/03/2017            | 60                          | Fox Garment Industries, Rechai Jabalpur |
| Bridge Course (zero classes)                             | 01/07/2016            | 185                         | Govt MKB College, Jabalpur              |
| Marshal Art  | 01/01/2017            | 60                          | Trainer Rajkumar Yadav                  |
| Yoga Meditation  | 12/01/2017            | 250                         | Lions Club International, Jabalpur      |
| Competitive Exam (Vivekanand Career Counseling)          | 16/11/2016            | 80                          | Dharmejay Patel                         |
| Communication Skill                                      | 22/09/2016            | 82                          | Trainer Sonam Vishwakarma               |
| NET Exam Preparation                                     | 22/09/2016            | 81                          | Trainer Monika Nayak                    |
| Training for competitive Exam (PSC, Bank, Bema, Railway) | 27/03/2017            | 200                         | Trainer Jaideep Mishra                  |
| No file uploaded.  |                       |                             |   |

### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|--------------------|--|--|--|---------------------------|
| 2016 | 0                  | Nil  | Nil  | Nil  | Nil                       |

|                   |   |     |     |     |     |
|-------------------|---|-----|-----|-----|-----|
| 2017              | 0 | Nil | Nil | Nil | Nil |
| No file uploaded. |   |     |     |     |     |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| Nil                       | Nil                            | Nil   |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus                                 |                                 |                           | Off campus                    |                                 |                           |
|---|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited             | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| <b>No Data Entered/Not Applicable !!!</b> |                                 |                           |                               |                                 |                           |
| <a href="#">View File</a>                 |                                 |                           |                               |                                 |                           |

5.2.2 – Student progression to higher education in percentage during the year

| Year              | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|-------------------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2016              | 302  | B.A.                     | Arts                      | Govt MKB College, Jabalpur | M.A.                          |
| 2016              | 196  | B.Com.                   | Commerce                  | Govt MKB College, Jabalpur | M.COM.                        |
| No file uploaded. |  |                          |                           |                            |                               |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items             | Number of students selected/ qualifying |
|-------------------|---|
| SET               | 1                                       |
| NET               | 1                                       |
| Any Other         | 6                                       |
| No file uploaded. |   |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity   | Level                    | Number of Participants |
|--|--------------------------|------------------------|
| Cultural Activity (Solo and Group dance, Singing Classical, solo, semi classical, group instrumental music/Mehandi/Rangoli/Alpana/Flower Arrangement/Drama | College/University Level | 80                     |
| Sports Activity (KhoKho/Hand   | College/University Level | 50                     |

ball/Wushu/Spell  
Takara/Cricket)

No file uploaded.

### 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/<br>International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|-------------------------|----------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2016 | 0                       | National                   | Nil                         | Nil                           | 0                 | 0                   |
| 2016 | 0                       | International              | Nil                         | Nil                           | 0                 | 0                   |
| 2017 | 0                       | National                   | Nil                         | Nil                           | 0                 | 0                   |
| 2017 | 0                       | International              | Nil                         | Nil                           | 0                 | 0                   |

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are an integral part of any educational institution. It is in college that qualities like leadership. Working as a team, cooperation and a personality is developed with all its hidden qualities. To ensure this involvement of the students in the day to day activities of the college as well on for special occasion students have to be motivated. For the execution of various educational and extra curricular activities committees are formed in which students are included. Students are an important part of Amalgamated Fund, Sports, Committee, Social Gathering, cycle stand Committee, Canteen Committee, all have students representative nominated by the Head of the Institution and cooperate in the activities of the college such as awareness programmes in relation to Health social awareness discipline etc. Is clubs have been formed by IQAC. These clubs also involves students.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

According to the Recommendations and guidelines issued by the UGC and state government an "Alumni Association" was formed in the institution in the year 2002 under the guidance of the Principal Dr. Samaddar The aims of for alumni association is to foster a spirit of loyalty amongst old student to promote the general welfare of the institution to participate in the fulfilment of the goals of the parent organisation and to create a bond between Alumni, community and parent organisation a committee of the teachers and office staff formed to look into these aims and objectives of the Alumni Association . The registration no. Of the Alumni Association is J.J.6429 . The Registration is renewed every year. It holds meetings of former students. Once or Twice a year . Various activities/ programmes are organised former students share their views and achievements and a spirit of harmony and well being is created.

5.4.2 – No. of registered Alumni:

37

5.4.3 – Alumni contribution during the year (in Rupees) :

4000

5.4.4 – Meetings/activities organized by Alumni Association :

Yes

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has a welldefined decentralized organizational structure to coordinate the academic and administrative functions of the institution. The institution having an autonomous status, the organizations structure consists of statutory bodies like the Executive council, Academic council, Board of Studies and Finance Committee. The Principal is the head of the college who provides the leadership, motivation and inspiration in planning and execution of all programmes with the active support and participation of the staff and faculty. She maintains a healthy contact with the stakeholders like parents, teachers, student’s alumni and the public. She plays a key role as the member secretary of the Executive council, Chairperson of all the statutory and nonstatutory bodies. The college has an examination controller, a result section, an office, who works under the able guidance of the head of the institution. The college also has centre for information technology, which manages the web site of the college, uploads information as and when the need arises.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type              | Details   |
|----------------------------|---|
| Curriculum Development     | <ul style="list-style-type: none"> <li>• It is made and improved continuously through BOS based on feedback taken on different issues.</li> <li>• The board of studies adds 20 of new topics which are of current relevance.</li> </ul>   |
| Teaching and Learning      | <ul style="list-style-type: none"> <li>• It is made more interactive through ICT based teaching learning methods and devices.</li> <li>• Faculty development programmes to keep the teachers updated.</li> <li>• College organizes workshop for students and faculty on regular basis.</li> </ul> |
| Examination and Evaluation | <ul style="list-style-type: none"> <li>• Provision of external observer during examination.</li> <li>• Coding and decoding for confidentiality and transparency of result.</li> <li>• Establishment procedure of printing question papers in Autonomous Examination cell.</li> </ul>              |
| Research and Development   | <ul style="list-style-type: none"> <li>• Research is the best practise of the institution.</li> <li>• Publication of Research Journal.</li> <li>• Publication of college magazine and news letter to</li> </ul>   |

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• promote research amongst faculty.</li> <li>• Felicitation of Research Scholars and outstanding achievers.</li> <li>• Students are encouraged to develop a scientific attitude . ( Field Work, Study tours, surveys)</li> </ul>   |
| Library, ICT and Physical Infrastructure / Instrumentation | <ul style="list-style-type: none"> <li>• Books provided to backward classes and needy.</li> <li>• Smart Class Rooms established.</li> <li>• ICT enabled teaching learning promoted.</li> <li>• E Material provided.</li> <li>• Special material and facility for visually handicapped students.</li> <li>• Library system fully automated.</li> </ul> |
| Human Resource Management                                  | <ul style="list-style-type: none"> <li>• Work is delegated in accordance to ability, choice and interest of the faculty.</li> <li>• Positive work culture is practised.</li> <li>• Work distribution according to ability, capability.</li> </ul>   |
| Industry Interaction / Collaboration                       | <ul style="list-style-type: none"> <li>• Participation in various statutory and other bodies.</li> <li>• Internship/Excursion tours organized in collaboration with the industry.</li> </ul>  |
| Admission of Students                                      | <ul style="list-style-type: none"> <li>• College Chalo Abhiyan practices to promote GER.</li> <li>• Online admissions.</li> </ul>   |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area             | Details  |
|-------------------------------|--|
| Student Admission and Support | <p>The college has a transparent online admission for the programmes it offers. Right since its inception in 2012, the institution's admission system has yielded positive result, owing to the special feature of online admission system, given as under:</p> <ul style="list-style-type: none"> <li>• It facilitates the students to compare and evaluate entry requirements of college education, choice of programmes, fee structure and related details.</li> <li>• Making it easier to compare admission process of other colleges and universities.</li> <li>• It helps the candidates to register themselves from anywhere at their own convenience.</li> <li>• It is the most reliable transparent process.</li> <li>• Institutions can monitor the complete process.</li> <li>• It facilitates data retrieval and analysis.</li> <li>• The portal supports various modern online payment gateway, auto SMS and auto generated email for registration , verification and seat confirmation.</li> <li>• It is a complete integrated multiuser system which provides secured, accurate and timely information to users.</li> <li>• Release of admission notification on</li> </ul> |

admissionwebsite and newspaper and through promotion campaign college chalo abhiyan. • The prestige of the college due to its autonomous status and NAAC accreditation (grade A) makes it a much sought after choice amongst admission aspirants. • The college updates its fee structure, number of programmes and subject groups on the admissionwebsite. • The college constitutes admission committees for its various programmes. • Counselling committee is constituted by the college to satisfy the queries of the applicants relating to various dimensions of college education and admission process.

**Examination**

Autonomous cell conducts examinations in consultation with the principal of the college. All the payments are online.

**Planning and Development**

Committees are formed before the beginning of every academic session. A sketch is prepared for the development of college. Committees are formed to organize youth festival, Literary and cultural activities. Internal Quality Assurance Cell of the college organizes supervises the working/activities of the committees. The college for benefit of the students conducts various plans of the government.

**Administration**

The head of the institutions run college management system. Principal distributes duties to professors, permanent/temporary employees and stakeholders as entrusted to her by the government. A micro, macro level timetable is prepared to facilitate teaching. Orders circulars, notes, information etc are circulated to all the staff, teaching and others. Managerial information are circulated, received and sent with the help of latest information technology. Website and email is helpful in disbursing information to higher authorities. Accounts related work is done with the help of IFMIS.

**Finance and Accounts**

All the payments done by the office are online. Payments for purchases are made online by office. All financial transaction by autonomous cell is online. Scholarships are deposited in account of the beneficiary students directly.



### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year              | Name of Teacher                       | Name of conference/<br>workshop attended<br>for which financial<br>support provided | Name of the<br>professional body for<br>which membership<br>fee is provided | Amount of support |
|-------------------|---------------------------------------|---|---|-------------------|
| 2017              | Dr Usha<br>Dubey/Dr<br>Sulekha Mishra | Global Summit<br>of Women<br>Entrepreneurs<br>(MAWE)                                | Govt. MKB<br>Arts Commerce<br>College,<br>Jabalpur                          | 13051             |
| No file uploaded. |                                       |   |   |                   |

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

| Year                               | Title of the<br>professional<br>development<br>programme<br>organised for<br>teaching staff | Title of the<br>administrative<br>training<br>programme<br>organised for<br>non-teaching<br>staff | From date | To Date | Number of<br>participants<br>(Teaching<br>staff) | Number of<br>participants<br>(non-teaching<br>staff) |
|------------------------------------|---|---|-----------|---------|--|--|
| No Data Entered/Not Applicable !!! |   |   |           |         |  |  |
| <a href="#">View File</a>          |   |   |           |         |  |  |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the<br>professional<br>development<br>programme | Number of teachers<br>who attended | From Date  | To date    | Duration |
|--|------------------------------------|------------|------------|----------|
| Refresher<br>Course                                      | 1                                  | 06/02/2017 | 25/02/2017 | 21       |
| NCC Training   | 1                                  | 16/08/2016 | 15/11/2016 | 90       |
| Master<br>Trainer  | 1                                  | 21/11/2016 | 25/11/2016 | 05       |
| No file uploaded.  |                                    |            |            |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| Nil       | Nil       | Nil          | Nil       |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|----------|--------------|----------|
| 64       | 18           | 2396     |

### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has a strong mechanism to monitor effective and efficient management of finances and use of resources provided from the RUSA, state



government the Janbhagidari and through certain sponsors from the public and industry. To monitor the funds received from the RUSA autonomous organizational setup provides for a finance committee which is a statutory body comprising the principal as its chairman and member representatives from the faculty and from the state government finance department. It is pertinent to mention that even in this finance committee student representation is ensured. The aforesaid finance committee advises the executive/governing body in matters concerning finance. This committee sanctions college proposals regarding fee structures, fund, expenses etc. Apart from the RUSA finance committee, Janbhagidari Samiti and from stakeholders analyse and consider the financial viability of developmental proposals placed before it optimum utilization of available financial resources is ensured as a stated quality policy. At the beginning of each session issues/proposals regarding budget allocation structuring of fee etc. are placed before these bodies to be considered looking to its financial viability.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| <b>No Data Entered/Not Applicable !!!</b>                |                               |         |
| <a href="#">View File</a>                                |                               |         |

6.4.3 – Total corpus fund generated

|          |
|----------|
| 19109537 |
|----------|

## 6.5 – Internal Quality Assurance System

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

| Audit Type     | External |   | Internal |           |
|----------------|----------|---|----------|-----------|
|                | Yes/No   | Agency  | Yes/No   | Authority |
| Academic       | Yes      | Additional Director of Jabalpur Division Principal Lead College, Jabalpur | Yes      | Principal |
| Administrative | Yes      | Additional Director of Jabalpur Division Principal Lead College, Jabalpur | Yes      | Principal |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

|     |
|-----|
| Nil |
|-----|

6.5.3 – Development programmes for support staff (at least three)

|     |
|-----|
| Nil |
|-----|

6.5.4 – Post Accreditation initiative(s) (mention at least three)

|   |
|---|
| Cleanliness drive Educational Tour Language Proficiency |
|---|

### 6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF               | No  |
| c) ISO certification                   | No  |
| d) NBA or any other quality audit      | No  |

### 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year              | Name of quality initiative by IQAC                     | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|-------------------|--|-------------------------|---------------|-------------|------------------------|
| 2016              | Workshops Embroidery Arts                              | 06/09/2016              | 06/09/2016    | 20/09/2016  | 15                     |
| 2016              | Sarve Dharm prathana with the help of Music Department | 02/10/2016              | 02/10/2016    | 02/10/2016  | 1                      |
| 2017              | Surya Namaskar   | 12/01/2017              | 12/01/2017    | 12/01/2017  | 1                      |
| 2017              | Health for all   | 31/01/2017              | 31/01/2017    | 31/01/2017  | 1                      |
| 2017              | Yoga Day   | 21/06/2017              | 21/06/2017    | 21/06/2017  | 1                      |
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To  | Number of Participants |      |
|------------------------|-------------|------------|------------------------|------|
|                        |             |            | Female                 | Male |
| Be bold for change     | 17/11/2016  | 17/11/2016 | 211                    | 8    |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

|   |
|---|
| Percentage of power requirement of the University met by the renewable energy sources       |
| Awareness programme : Rally, Plantation, Lecture, Poster Competition and Essay competition. |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities             | Yes/No | Number of beneficiaries |
|-----------------------------|--------|-------------------------|
| Physical facilities         | Yes    | 20                      |
| Ramp/Rails                  | Yes    | 20                      |
| Braille Software/facilities | Yes    | 20                      |
| Rest Rooms                  | Yes    | 20                      |

|  |     |    |
|--|-----|----|
| Scribes for examination                                  | Yes | 20 |
| Special skill development for differently abled students | Yes | 20 |
| Any other similar facility                               | Yes | 20 |

#### 7.1.4 – Inclusion and Situatedness

| Year              | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|-------------------|--|--|------------|----------|--------------------|------------------|--|
| 2016              | 2  | 2  | 17/03/2017 | 7        | Rally/Poster       | Health Hygiene   | 58   |
| No file uploaded. |  |  |            |          |                    |                  |  |

#### 7.1.5 – Human Values and Professional Ethics

| Title          | Date of publication | Follow up(max 100 words)  |
|----------------|---------------------|---|
| Vivran Patrika | 01/06/2016          | <ul style="list-style-type: none"> <li>• Each student shall behave courteously and politely with fellow student, Teacher, Principal and all office staff.</li> <li>• Each student shall devote her complete attention to the system of the college and pay attention to studies also, cooperate in all the cocurricular activities organized and approved by the college.</li> <li>• All students shall maintain piece and take interest in cleanliness and safety of college property building, library, laboratory, hostel etc. they shall not harm in any way whatsoever the college property such as, building, decoration, electricity system equipment etc.</li> <li>• Students shall not resort to violence, agitation or as an answer to their problems.</li> <li>• Organizing any kid of political activities in college is</li> </ul> |

forbidden. • Students shall approach the reaching faculty if necessary. The Principal in a quiet and peace full manner to discuss their problems or inform the grievance redressal cell. They may also contact their teacher guardian but not contact news papers or external elements. • A congenial, cooperative and friendly atmosphere is created under the "Chaatra Mitra Yojana" which organizes programmes under the guidance of IQAC. • College forms various committees to help glide and solve problems of students Redressal cell, Jan Sunwai Prakoshtha committee to solve cases regarding sexual harassment, Anti Ragging Cell. • Health club which functions under I.Q.A.C. organizes rallies, Poster competition, slogan competition, lectures to aware students regarding health issues related to smoking drug addiction etc. • Autonomous examination cell forms a committee which scrutinises unfair means cases after which such answer books ale sent for valuation. • Faculty constantly guides students regarding cleanliness personal and of campus, to save electricity, careful use of government equipment etc. • College Personality Development Cell Organizes Leetures and workshops for the over all development of personality of girls.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|----------|---------------|-------------|------------------------|
|----------|---------------|-------------|------------------------|

|  |            |            |     |
|--|------------|------------|-----|
| Yaad Karo Kurbani<br>Swatantrata<br>Pakhwada IQAC  | 09/08/2016 | 24/08/2016 | 530 |
| Workshop on<br>Personality<br>Development<br>(Related to<br>Cleanliness and<br>Social evils)   | 03/08/2016 | 05/08/2016 | 400 |
| Prabhat Pheri<br>Self Discipline and<br>Student  | 05/08/2016 | 05/08/2016 | 80  |
| Guruvey Namah<br>Respect for<br>Teachers   | 05/09/2016 | 05/09/2016 | 250 |
| Lecture Tamaso Ma<br>Jyotirgamaya  | 22/10/2016 | 22/10/2016 | 150 |
| Distribution of<br>Sweets, Fruits,<br>Rakhi to orphans by<br>students to develop<br>the feeling of<br>ethical behaviour<br>along with love and<br>affection under Red<br>Cross | 12/08/2016 | 12/08/2016 | 75  |
| Self Defence Camp<br>N.S.S., N.C.C.<br>other girls<br>participated.  | 17/10/2016 | 17/10/2016 | 400 |
| Cleanliness Drive  | 20/10/2016 | 20/10/2016 | 200 |
| Digital India<br>Drive Nukkad Natak<br>Rally   | 13/01/2017 | 13/01/2017 | 300 |
| No file uploaded.  |            |            |     |

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The campus declared as Polythene free zone. 2. Cleanliness campus is practiced. 3. Awareness programmes organized. 4. Plantation. 5. Nature Club.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Strength wing Research cell to promote research environment. 2. Promotion of Language proficiency skills.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://mphighereducation.nic.in/gmkbcjabalpur>

## 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Research orientation is one of the best practices of the college faculties as well as the students are directly or indirectly involved in research activities. The research committee regularly holds meeting to promote research activities. The recommendations made by research committee are implemented for the benefit of the teachers and students.

Provide the weblink of the institution

<http://www.mphighereducation.nic.in/gmkbcjabalpur>

### **8.Future Plans of Actions for Next Academic Year**

1. Special training for girls Self Defense programmer and training will be organized for the students. To bring awareness a programme by the Police Department will be also held. 2. Use of technology is a part of day to day life. A workshop shall be organized for the faculty for Digital awareness. Which will help them in class room teaching, as well as facilitate in use of apps which are time saving and make life easy and convenient. 3. Aim of education is not only to gain knowledge but to make the student employable for the full fitment of this objective skill development programmes shall be organized. 4. Students face exam pressure and want to perform well in exams society and parents both expect the young generation to be successful as a result they are stressed, which makes them nervous and apprehensive. A workshop shall be organized to for the students to deal with day to day and examination stress.