



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GOVT. MANKUNWAR BAI ARTS AND COMMERCE AUTONOMOUS COLLEGE FOR WOMEN
Name of the head of the Institution	Dr. Rashmi Chuobey
Designation	Principal (in-charge)
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 Shastri Bridge
City/Town	Jabalpur
State/UT	Madhya Pradesh
Pincode	482004

2. Institutional Status	
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	hegmkbaccjab@mp.gov.in
Alternate Email	mkbiqacjbp@gmail.com

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

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A+	93	2004	16-Feb-2004	15-Feb-2011
2	A	3.10	2014	10-Dec-2014	14-Dec-2019

6. Date of Establishment of IQAC	25-Mar-2004
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7. Internal Quality Assurance System

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		
National Seminar (History Department)	22-Feb-2019 2	143
Orientation Program for new admission	02-Aug-2018 1	260
Cleanliness Drive	02-Oct-2018 1	215
Self Employment Program (Swarojgar Mela)_	31-Oct-2018 1	145
Drug Free Campaign	30-Jan-2019 1	175
Broadband Technician Training Program organised by BSNL	27-Mar-2019 150	151
Kadambari Rashtriya Sahityik Sangosthi Jabalpur	02-Mar-2019 1	77
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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	RUSA Component VII	RUSA	2019 365	1102075
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

1

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. Broadband Technician Training by BSNL for future employment possibility. 2. To celebrate 150th Birth Anniversary of Father of Nation. 3. Orientation programme. 4. Cleanliness Drive 5. Activities of Clubs.

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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	Achivements/Outcomes
Feedback from Students and other Stake Holders	Feedback is taken at the end of orientation and training programmes. The feedback results are analysed and a record is maintained for further improvement.
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) 7 days workshop on DIGITAL AWARENESS was organised by IQAC (120318 to 17032018) (ii) National seminar was organised by Kadambari Sanstha on Impact of Globalization on Hindi. (iii) Five Days workshop on training of Guides by INTEC Jabalpur chapter.
Self Defence Training	1. Two Month marshal Art Training Trainer Shri Ramkumar Yadav. 2. One day workshop on Women Empowerment and Self Defence organised by department of Police, in this workshop self defence techniques were taught, helpline awareness and emergency numbers were provided.
Organising Career Oriented Programmes and Training	Placement Agencies were invited to The institution for the benefit of Students. Lectures were delivered to inform students about employment avenues, skill development, programmes and career prospects in government Sector. Workshop on skill and personality development were also organized.
Health for All	Doctors and Specialists were invited for check up of haemoglobin, calcium BMI and skin. Medical camps and lectures were also organised for women related problems. A series of lectures

were held on topics like stress, fear, anxiety. depression management etc.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Staff Council Meeting

13-Mar-2020

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

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

01-Mar-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Principal acts as head of an educational institution. Hence, the authority of controlling and managing the information system. The government entrusts the head with certain duties to be distributed to professors, permanent and temporary employees as stakeholders. Various types of management system available in the institution is very helpful in achieving the aim at micro and macro level. Teaching learning is the main objective of college to facilitates this at dedicated time. Time Table is prepared, Various orders, circulars, notes, information etc. are circulated to all the teaching staff and others. Now whats app group has also been formed which makes information circulation all the more easier. The use of latest Information Technology is very helpful in the circulation of many managerial information. The college website, email and emails of all staff is also helpful in disbursing information to higher authority also.

Accounts related work is carried out with the help of IFMIS. Results are displayed on the college website. Much relevant information on regarding the college is also available on college website which is updated regularly. 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. (at 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 the 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.All results are displayed on college website.

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
BA	Notice: If there is more than 10 records, please use File upload option. this error is coming while	Notice: If there is more than 10 records, please use File upload option. this error is coming while	31/03/2019

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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	01/07/2018	Guidance and Clinical Counselling (CL)	01/07/2018
BCom	Computer Application	01/07/2018	BCom Computer Application (C198)	01/07/2018
BA	Computer	01/07/2018	BA Computer	01/07/2018

	Application		Application	
BA	Hindi	01/07/2018	Prayojan Mulak Hindi	01/07/2019
PG Diploma	Political Science	01/07/2018	Public Administration	01/07/2018
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
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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 academic year	01/07/2018

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
BEAUTY CULTURE (MAKEUP ARTISTS) AND FITNESS	07/08/2018	70
TRAINING OF PERFORMING ART	07/08/2018	50
CLAY MODELLING USE OF WASTE MATERIAL AND CRAFT TRAINING	07/08/2018	50
HANDLOOM TRAINING AND FASHION DESIGNING	07/08/2018	40
HAND EMBROIDERY AND DIE MAKING	15/11/2018	50
GLASS AND CLOTH PAINTING	15/11/2018	50
PHOTOGRAPHY AND VIDEOGRAPHY AND DIGITAL PRINTING TRAINING	15/11/2018	50
MICROWAVE COOKING AND BAKING AND JEWELLERY MAKING	15/11/2018	50
RESUME MAKING AND INTERVIEW	15/11/2018	72
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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	434
BCom	Internship/Project	222
MA	Internship/Project	181
MCom	internship/Project	66
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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
<ul style="list-style-type: none"> • 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 curriculum.

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
MCom	Commerce	70	100	72

MA	Arts	430	280	251
BCom	Commerce	260	1000	278
BA	Arts	550	900	625
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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
2018	2322	575	67	64	67

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
67	64	5	2	2	9
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

A part time Councillor is available arranged by IQAC for the students to guide, hep, motivate and instill confidence. Students approach the Councillor for personal and academic guidance. Awareness programs are organized by the Department of Psychology with the help of IQAC. IQAC too organizes same motivational programs for the benefit of the students and staff. 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. 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 41:1. 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. Student centric plans are chalked-out for the expectations and needs of the students. Nearly 75 percent students actively contact their guardians from time to time.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2897	67	1 : 43

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	65	11	65	63

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
2019	Dr. Pragya Anuragi	Associate Professor	Suman Chaturvedi Smriti Rashtriya Puruskar
2019	Dr. Neena Upadhyay	Professor	Jamaluddin Sodh Purushar, Kadambari
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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
14	2897	1

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/gmkbcjabalpur

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)

https://drive.google.com/file/d/1JqaZc7M0-Oq78kiGBDdBNPt4jrrHx1R_/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
National	0	0	01/07/2018	0
International	0	0	01/07/2018	0
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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	300000	300000
Minor Projects	730	UGC BHOPAL	150000	150000
Minor Projects	730	UGC BHOPAL	100000	100000
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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
0	0	01/07/2018
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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
0	0	0	01/07/2018	0
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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
0	0	0	0	0	01/07/2018
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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
Urdu	1
History	3
Psychology	5
Sociology	1
Music	3
Drawing and Painting	2
Commerce	4
Hindi	1
Political Science	1

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)
National	Philosophy	1	4.2
National	Sanskrit	1	4.2
National	Home Science	1	5.3
National	Psychology	1	7.2
National	Psychology	1	3.8
National	Psychology	1	5.3
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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
No Data Entered/Not Applicable !!!	
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
0	Published	0	01/07/2018
0	Filed	0	01/07/2018
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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
0	0	0	2018	0	0	Null
0	0	0	2019	0	0	Null
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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	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
0	0	0	2018	Nil	Nil	0
0	0	0	2019	Nil	Nil	0
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	118	11	2
Presented papers	Nil	59	Nil	Nil
Resource persons	Nil	2	Nil	Nil
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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
No file uploaded.			

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
No Data Entered/Not Applicable !!!			
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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
0	0	0	Nil
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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
No Data Entered/Not Applicable !!!				
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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
0	0	0	0
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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 with contact details	Duration From	Duration To	Participant
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 Rehabilitation centre, Aadiguru Sansthan, Chartered Accountant office, Tourism office, Cooking Kendra	18/03/2019	19/04/2019	894

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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
Flora World Pvt. Ltd.	20/05/2019	Sanitary Napkin Vending Machine	5
Azure Power	29/09/2018	30KW Solar Power	1

Rooftop Five Pvt. Ltd.			
State Project Directorate, RUSA	13/06/2018	Madhya Pradesh Higher Education Quality Improvement Project	1
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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
43969366	16088588

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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 patially)	Version	Year of automation
SOUL	Fully	2.0	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19746	2118109	351	62854	20097	2180963
Reference Books	23118	3087228	Nill	Nill	23118	3087228
Journals	105	Nill	5	8000	110	8000
CD & Video	Nill	Nill	14	350	14	350
Library Automation	Nill	Nill	Nill	46300	Nill	46300

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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
0	0	0	01/07/2018

No file uploaded.

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	10	0
Added	0	0	0	0	0	0	0	0	0
Total	102	3	12	10	0	1	15	10	0

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

10 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	http://www.mphighereducation.nic.in/gmkbcjabalpur

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
43969366	1542615	43969366	662437

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 indicated by 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 college is supported by the feedback obtained from various stakeholder especially the students as the approach of the institution is student centric. 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 sponsors from the public and industry. To monitor the funds received from the UGC autonomous organizational setup provided 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 UGC finance committee Janbhagidari Samiti and from stakeholders analyse and consider the financial viability of developmental proposals placed.

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

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	Diyangjan, Nirdhan	14	145745
Financial Support from Other Sources			
a) National	Central Sector	30	680000
b) International	0	Nil	0
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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 implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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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
2018	Swami Vivekananda Career Guidance	Nil	166	Nil	Nil

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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
1. Dr. Reddy Foundation Jabalpur, 2. LIC, Jabalpur, 3. Reliable Bio Technologies Ltd., 4. Siddhi Infonent, Bhopal, 5. Orchid International School	150	Nil	Nil	Nil	Nil
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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
2018	418	B.A.	Arts	Govt MKB College Jabalpur	M.A.
2018	192	B.Com.	Commerce	Govt MKB College, Jabalpur	M.COM.
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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
Any Other	8
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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	95
Sports Activity (KhoKho/Hand ball/Wushu/Spell Takara/Cricket/Shooting)	College/University Level	62
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Shooting	International	1	Nil	0	Mahima Turhi Agrawal
2018	Shooting	National	1	Nil	0	Mahima Turhi Agrawal
2018	Wushu	National	2	Nil	0	Somya Jain, Nishi Choudhary
2018	Taekwondo	National	1	Nil	0	Shivani Ben
2018	Judo Karate	National	1	Nil	0	Manisha Thakur
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Board of studies has member alumni. Various programmes that are organised also involve students to teach them leadership skills and foster confidence in them. Teaching Departments also have their own committees in which student activity is encouraged. 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. Fifteen clubs have been formed by IQAC. Clubs and their activities are carried out by the

students under the guidance of the professor in charge.

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 the alumni association is to foster a spirit of loyalty amongst old students 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:

43

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

2000

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 well defined decentralized organizational structure to coordinate the academic and administrative functions of the institution. The institution having an autonomous status, the organization's 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 a centre for information technology, which manages the web site of the college, uploads information as and when the need arises. The IQAC involves members from various walks of life to guide and inspire

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
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Admission of Students	College Chalo Abhiyan practice to promote GER. • Online admissions
Industry Interaction / Collaboration	• Participation in various statutory and other bodies. • Internship/Excursion tours organized in collaboration with the industry.
Human Resource Management	• Work is delegated in accordance to ability, choice and interest of the faculty. • Positive work culture is practiced. • Work distribution according to ability, capability and interest.
Library, ICT and Physical Infrastructure / Instrumentation	• Books are provided to students of backward classes and needy. • Smart Class Rooms established. • ICT enabled teaching learning promoted. • E Material provided. • Special material and facility for visually handicapped students. • Library system fully automated.
Research and Development	• One of the best practices of the institution is research. • Publication of Research Journal. • Publication of college magazine and news letter to promote research amongst faculty. • Felicitation of Research Scholars and outstanding achievers. • Students are encouraged to develop a scientific attitude. (Field Work, Study tours, surveys)
Examination and Evaluation	• Provision of external observer during examination. • Coding and decoding for confidentiality and transparency of result. • Confidential procedure of printing question papers in Autonomous Examination cell. • For complete confidentiality two question papers by different examiners are set, at UG level. Selection of final paper is random.
Teaching and Learning	• It is made more interactive through ICT based teaching learning methods and devices. • Faculty development programmes to keep the teachers updated. • College organizes workshop for students and faculty on regular basis.
Curriculum Development	• It is made and improved continuously through BOS based on feedback taken on different issues. • The board of studies can add 20 of new topics which are of current relevance.

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

E-governance area	Details
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<p style="text-align: center;">Examination</p>	<p>Autonomous cell conducts examinations in consultation with the principal of the college. All the payments are online. Academic calendar is followed.</p>
<p style="text-align: center;">Planning and Development</p>	<p>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.</p>
<p style="text-align: center;">Administration</p>	<p>The head of the institution runs 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.</p>
<p style="text-align: center;">Finance and Accounts</p>	<p>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</p>
<p style="text-align: center;">Student Admission and Support</p>	<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: • It facilitates the students to compare and evaluate entry requirements of college education, choice of programmes, fee structure and related details. • Making it easier to compare admission process of other colleges and universities. • It helps the candidates to register themselves from anywhere at their own convenience. • It is the most reliable transparent process. • Institutions can</p>

monitor the complete process. • It facilitates data retrieval and analysis. • The portal supports various modern online payment gateway, auto SMS and auto generated email for registration , verification and seat confirmation. • It is a complete integrated multiuser system which provides secured, accurate and timely information to users. • Release of admission notification on admission website 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 admission website. • The college constitutes admission committees for its various programmes. • Counseling committee is constituted by the college to satisfy the queries of the applicants relating to various dimensions of college education and admission process.

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/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	0	0	0	Nil
2019	0	0	0	Nil
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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 professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	National Seminar - History	British Kal Mai Jan Andolan Avem Angrejo KA Daman Chakra	22/02/2019	23/02/2019	140	3

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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 professional development programme	Number of teachers who attended	From Date	To date	Duration
World Bank Project (GEM) Training	1	09/05/2019	10/05/2019	2
World Bank Project (GEM) Training	3	10/04/2019	10/04/2019	1
World Bank IDP Training	3	14/02/2019	14/02/2019	1
Refresher Course Training	1	17/09/2018	07/10/2018	21
Refresher Course Training	1	09/07/2018	28/07/2018	21
Refresher Course Training	1	03/12/2018	22/12/2018	21
Refresher Course Training	1	03/12/2018	22/12/2018	21
Master Trainer Development	1	07/01/2019	12/01/2019	6

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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
65	18	2897

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
00	0	00
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6.4.3 – Total corpus fund generated

19712795

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)

0

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

0

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	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

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
No Data Entered/Not Applicable !!!					
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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
Beti Bachao Beti Padhao Nukkad Natak Avem Rally	02/01/2019	02/01/2019	20	Nil
International Women's Day - Bhasan, Kavita Path, Dance and Play	08/03/2019	08/03/2019	115	Nil
Lecture on International Women's Day by Smt. Shashikiran Dubey	08/03/2019	08/03/2019	250	Nil

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, Lecture on Plantation, Poster Competition, Essay Competition

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	30
Provision for lift	Yes	30
Ramp/Rails	Yes	30
Braille Software/facilities	Yes	30
Rest Rooms	Yes	30
Scribes for examination	Yes	30
Special skill development for differently abled students	Yes	30
Any other similar facility	Yes	30

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
2019	1	1	30/01/2019	1	Nasha Mukti Rally	Alcoholism	270
2018	7	7	09/07/2018	21	NSS	Cleanliness, Hygiene, Health, Shramdan, Plantation, Nukkad Natak, Santa Maria feverfew eradication	30
2018	1	1	03/08/2018	1	Plastic Free Campaign	Awareness	30
2018	1	1	10/08/2018	1	NSS	Cleanliness	25
2018	2	2	30/09/2018	1	NSS	Self Defence and Government Jobs	10
2018	1	1	24/10/2018	1	NSS	Pulse Polio Awareness Rally	50
2018	1	1	25/10/2018	3	Jabalpur Medical College	Haemoglobin Checkup Camp	800
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Vivran Patrika	01/06/2018	<ul style="list-style-type: none"> • Each student shall behave courteously and politely with fellow student, Teacher, Principal and all office staff. • 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.

• 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. • Students shall not resort to violence, agitation or as an answer to their problems. • Organizing any kind of political activities in college is 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 are 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 Lectures 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
No Data Entered/Not Applicable !!!			
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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

? Promotion of Language proficiency skill. The College pay special attention to promote language proficiency skills in Hindi, English, Urdu and Sanskrit. Special coaching is imparted by the staff in the form of "Aao English Seekhen" "Prayojan Mulak Hindi". Teaching of correct pronunciation like Urdu Ghazal and Antakshari etc. Students are made socially sensitive by inculcating the attribution of honesty, social responsibility, courage magnanimity and compassion. This achieved by various programmes organised by NSS, NCC, The Joy of Giving Club by making rakhies and sending them for soldier at the border and trying trying to prisoners thus involving the students and making them aware of their surroundings. ? Strengthening Research cell to promote research environment.

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

http://mphihereducation.nic.in/InstitutePortal/Public/Institute_Notices.aspx?InstId=NDIy

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

The institution ensures the participation of students in all sorts of creative activity in diversified areas. To achieve this aim programmes are organized to develop leadership qualities, compassion, hardness, awareness of environmental hazards and to preserve environment and avoid such calamities. As a result students are able to realize the true essence of their existence. They are able to strengthen their status in society. 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://mphihereducation.nic.in/InstitutePortal/Public/Institute_Notices.aspx?InstituteId=NDIy

8.Future Plans of Actions for Next Academic Year

1. Alumni meetings should be organized on a regular basis to increase alumni membership. 2. Alumni members should be motivated to participate and corporate in college activities. 3. Janbhagidari Member should be motivated for development of the college. 4. All the teaching departments will organize extension lectures. 5. Department will organize field studies/ project work. 6. Workshop on Autism will be organized for awareness. 7. Awareness skill development and training program will be organized. 8. MOU with transport department for special stoppage of local transportation for the convenience of girls students.