CERTIFICATE OF NAAC 2004

Quality Profile

Name of the Institution : Govt. M. K. B. Arts & Commerce
Autonomous College for Women
Place : Jabalpur Madhya Pradesh

Criteria	Criterion Score (CS)	Weightage (Wt)	Criterion X Weightage (CS x Wt)
I. Curricular Aspects	90	15	1350
II. Teaching-Learning and Evaluation	95	30	2850
III. Research, Consultancy and Extension	95	10	950
IV. Infrastructure and Learning Resources	90	15	1350
V. Student Support and Progression	95	10	950
VI. Organisation and Management	95	10	950
VII. Healthy Practices	90	10	900
		100	Σ C₁ W₁ = 9300

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{9300}{100} = 93.00$$

Director

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Govt. M. K. B. Arts & Commerce
Autonomous College for Women
Jabalpur, affiliated to Rani Durgavati University, Madhya Pradesh as

Accredited
at the 'A' level.

Date : February 1st, 2004

Director

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the

National Assessment and Accreditation Council

on the recommendation of the duly appointed

Peer Team is pleased to declare the

Government Mankunwar Bai

Arts & Commerce Autonomous College for Women

Napier Town, Jabalpur, affiliated to Rani Durgavati University, Madhya Pradesh as

Accredited

with CGPA of 3.10 on four point scale

at A grade

valid up to December 09, 2019

Date : December 10, 2014

Director

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

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with CGPA of 3.10 on four point scale
at A grade
valid up to December 09, 2019

Date : December 10, 2014

Director

EC/SC/M/RAR/Z

OFFICE OF THE PRINCIPAL

**Govt. M.B. Arts & Commerce Autonomous
College for Women, Jabalpur (M.P)**
(ACCREDITED 'A' GRADE BY NAAC BANGALORE)

NO : 8.5Ð.../2017   Jabalpur, Date : 3.1., August-2017

To,

    The Director   TRACK ID : MPCOGN10998
    NAAC
    Bangalore

SUBJECT   : Submission of AQAR for the Session 2015-16

Sir,

    Please find attached herewith the AQAR for the Session 2015-16 of this
Institution.

    We sincerely regret for the bonafide delay.

                                        Thanking You.

                                        Dr. Geeta Shrivastava
                                        Principal
                                        (Chairperson)
                                        Govt. Autonomous M.K.B. Arts Comm
                                        College for Women, Jabalpur

E:/ugcmkb/UGC/UGC12thPlan/UGC Letters/selh   1

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year *(for example 2013-14)*

2015-16

1. Details of the Institution

1.1 Name of the Institution

Govt. M.B. Arts & Commerce Autonomous College for Women, Jabalpur (M.P.)

1.2 Address Line 1

Napier Town, Near Shashtri Brigde

Address Line 2

Jabalpur M.P.

City/Town

Jabalpur

State

Madhya Pradesh

Pin Code

482002

Institution e-mail address

hegmkbaaccjab@mp.gov.in

Contact Nos.

0761 2401300

Name of the Head of the Institution:

Dr. Usha Dubey

Tel. No. with STD Code:

0761 2401300

Mobile:

<div style="border:1px solid">
+91 9589437428
+91 94247 43495
</div>

Name of the IQAC Co-ordinator:

<div style="border:1px solid">
Dr. (Mrs.) Asha Pandey
</div>

Mobile:

<div style="border:1px solid">
+91 8989614038
</div>

IQAC e-mail address:

<div style="border:1px solid">
iqacmkbclg@gmail.com
</div>

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

<div style="border:1px solid">
MPCOGN 10998
</div>

OR

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

<div style="border:1px solid">
EC(SC/4)/DO/2014/27 Dated 11/12/2014
</div>

1.5 Website address:

<div style="border:1px solid">
www.mankunwarbaiwomenscollegejbp.org
</div>

Web-link of the AQAR:

<div style="border:1px solid">
AQAR 2015-16
</div>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A+	93.00	2004	5 YEARS
2	2nd Cycle	A	3.10	2014	5 YEARS

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

<div style="border:1px solid">
25/03/2004
</div>

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

i.   AQAR   2009-10   submitted on   12/05/2011
ii.   AQAR   2010-11   submitted on   07/11/2011
iii. AQAR   2011-12   submitted on   29/12/2012
iv.   AQAR   2012-13   submitted on   20/12/2013
v.   AQAR   2013-14   submitted on   09/10/2015
vi.   AQAR   2014-15   submitted on   24/06/2017

1.9 Institutional Status

University   State √ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes √ No ☐

Constituent College   Yes ☐ No √

Autonomous college of UGC   Yes √ No ☐

Regulatory Agency approved Institution   Yes √ No ☐

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

Type of Institution   Co-education ☐   Men ☐   Women √

Urban √   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) √   UGC 12B √

Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts √   Science ☐   Commerce √   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)   .   PG Diploma Courses

1.11 Name of the Affiliating University *(for the Colleges)*   RANI DURGAWATI VISHWAVIDHYALAYA JABALPUR M.P.

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

Autonomy by State/Central Govt. / University | University |

University with Potential for Excellence | - | UGC-CPE | - |

DST Star Scheme | - | UGC-CE | - |

UGC-Special Assistance Programme | - | DST-FIST | - |

UGC-Innovative PG programmes | - | Any other (*Specify*) | - |

UGC-COP Programmes | - |

2. IQAC Composition and Activities

2.1 No. of Teachers | 15 + 01 |

2.2 No. of Administrative/Technical staff | 05 + 01 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | |

2.5 No. of Alumni | 03 |

2. 6 No. of any other stakeholder and
     Community representatives | 06 |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 06 |

2.10 No. of IQAC meetings held | 31 |

2.11 No. of meetings with various stakeholders: No.   05   Faculty   17

Non-Teaching Staff Students   04   Alumni   02   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [√]

If yes, mention the amount   NIL

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [-]   International [-]   National [-]   State [-]   Institution Level [07]

(ii) Themes   Quality Sustenance

2.14 Significant Activities and contributions made by IQAC

1) Orientation Programme
2) Exhibition Cum Sale.
3) Zero Classes / Bridge Classes
4) Health Camp.
5) National Seminar on the topic 'Shodh Pravidhi ke Naye Aayaam'.
6) Tree Plantation.
7) Anti Tobacco Campaign/Rally.
8) Cleanliness Drive.
9) Various activities and Programmes were organized by the Clubs constituted under the banner of IQAC.

2.15 Plan of Action by IQAC/Outcome

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

* Strengthening of the existing gymnasium.
* Organizing more women oriented activities.
* Promoting Research activities amongst the faculty and student.
* Construction of new labs.
* Improvement of infrastructure.
* Frequent Campus Placements.
* Extension Activities.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management ☐   Syndicate ☐   Any other body √

Provide the details of the action taken

> The draft of AQAR was placed before duly constituted Academic Council of the institution. The AQAR was unanimously approved by the Committee comprising all the heads of various departments.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	02	-	-	-
UG	03	-	01	-
PG Diploma	03	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	08	-	01	-

Interdisciplinary	03	-	-	-
Innovative	-		-	-

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05
Trimester	-
Annual	03

1.3 Feedback from stakeholders*   Alumni √   Parents √   Employers √ Students √
   (On all aspects)

   Mode of feedback   :   Online ☐   Manual √   Co-operating schools (for PEI) -

*Please provide an analysis of the feedback in the Annexure

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

> Yes, frequent revision/updation of syllabi pertaining to various subjects is ensured by duly constituted boards of studies. Revisions/updations are subject to requirement of the industry as well as societal needs.

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

Personality Development Cell – It has a specific and well framed calendar and adheres strictly to the aims and objectives of the cell

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
65	37	-	27	-

2.2 No. of permanent faculty with Ph.D.

60

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	04	-	-	02	08	01	01	03	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

09		15		08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	130	120
Presented papers	05	38	76
Resource Persons	02 +	-	15

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

* More use of ICT in Teaching and Evaluation
* Different modes of CCE viz. Role Play, Interaction, Discussion, PPT Forms.

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

180

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

Printing Unit. Provisional External Observers

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

60	-	-

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise
      distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. III	307	-	59	134	-	63.19
B.COM III	199	-	68	49	-	58.79
M.A. FINAL	234	-	172	26	2	88
M.COM. FINAL	67	-	45	10	-	82
DIPLOMA	11		6	3		100

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

- The IQAC monitors the teaching learning process regularly in monthly meetings with the HODs
- At the end of every year the Self Appraisal Report is submitted by faculty. Thus, evaluation based on these reports helps in ensuring academic accountability of teachers, their research output, other academic and co-curricular activities.
- Evaluation of the quality of teaching, teaching methods and class room environment is done through the feedback from the students submitted at the end of each year. The quality of teaching is reflected in the performance of the taught. In this way, the Continuous Comprehensive Evaluation is also another index of the quality of teaching and learning.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	20
Staff training conducted by the university	-
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	40
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	23	02	-	-
Technical Staff	06	02	-	-

Criterion – III

3. Research, Consultancy and Extension

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

* The college provides financial assistance to each of its department for promoting research and creating a research environment in the larger interest of students. The departments ensure that the students participate in workshops, research seminars and also take-up projects.
* Book Reading Club Activities done by IQAC
* Research Committee, promotes and monitors research activities.
* Establishment of Network Resource Centre.
* The IQAC recognizes and honours the faculty for their contribution in research area.
* Students are motivated to participate in research (Journal, Projects etc.)

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	06	-	-
Outlay in Rs. Lakhs	-		-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	17	30	-
Non-Peer Review Journals	-	-	34
e-Journals	-	-	-
Conference proceedings	-	50	-

3.5 Details on Impact factor of publications:

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

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2015	UGC	190000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-

Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	190000	-

-

3.7 No. of books published   i) With ISBN No.   978-81-8129-626-9

Chapters in Edited Books   01

ii) Without ISBN No.   -

3.8 No. of University Departments receiving funds from

UGC-SAP -   CAS -   DST-FIST -

DPE -   DBT Scheme/funds -

3.9 For colleges   Autonomy -   CPE -   DBT Star Scheme -

INSPIRE -   CE -   Any Other (specify) -

3.10 Revenue generated through consultancy   -

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	01	01	01	01
Sponsoring agencies	UGC IQAC College	Hindi / Music	Music 02 Days	Rajshekhar Sabha D & P Dept.	Psychology Workshop

3.12 No. of faculty served as experts, chairpersons or resource persons   13

3.13 No. of collaborations   International 01   National 06   Any other 32

3.14 No. of linkages created during this year   -

3.15 Total budget for research for current year in lakhs :   Rs. 1,90,000/-

From Funding agency UGC   From Management of University/College 20,000/-

Total   2,10,000/-

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions   received by faculty and research fellows
     Of the institute in the year   - **03 Dr. Vinita Mahobia, Dr. B.L. Armo & Dr. Shamkunwar**

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

3.18 No. of faculty from the Institution
     who are Ph. D. Guides

36

     and students registered under them

-

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

16

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

JRF   06   SRF   -   Project Fellows   -   Any other   02

3.21 No. of students Participated in NSS events:

University level   27   State level   04

National level   01   International level   -

3.22 No. of students participated in NCC events:

University level   72   State level   32

National level   09   International level   -

3.23 No. of Awards won in NSS:

University level   01   State level   -

National level   -   International level   -

3.24 No. of Awards won in NCC:

University level | - | State level | -

National level | 03 | International level | -

3.25 No. of Extension activities organized

University forum | 06 | College forum | 25

NCC | 09 | NSS | 18 | Any other | -

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

- Cleanliness Drive, Awareness Rallies

- Blood Donation by N.C.C. Cadets.

- Mini marathon by N.C.C. Cadets to Ensure safety of environment

- Tree Plantation,

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.13 Acres	-	-	-
Class rooms	75	Class Rooms	College Development Fund	75
Laboratories	05	-	-	05
Seminar Halls	03	-	-	03
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

* Fully Automated Library
* 05 Computers with internet facility

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books			925	379903	32000	
Reference Books					30000	
e-Books					93809	
Journals					10	
e-Journals					6247	
Digital Database					1613	
CD & Video					22234	
Others (specify)					7566	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	68	02	10	10	-	-	-	-

Added	-	-	-	-	-	-	-	-
Total	68	02	10	10	-	-	-	-

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

Frequent computer training classes for students.

4.6 Amount spent on maintenance in lakhs :

i) ICT

-

ii) Campus Infrastructure and facilities

1.21

iii) Equipments

-

iv) Others

-

Total :

1.21

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

* Orientation Programme /Meetings / Clubs
* Information on Notice Boards and in Class Room
* Monitoring is done by I.Q.A.C.
* Workshops

5.2 Efforts made by the institution for tracking the progression

* The Institution has made various Committees of Teachers and Students
* Students representation is there to maintain transparency for tracking the progression. The head of the institution ensures periodic progress in the form of reports and Parent Teacher Meet.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1742	529	-	-

(b) No. of students outside the state

-

(c) No. of international students

NIL

Men

No	%
0	%

Women

No	%
100	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
742	273	251	756	-	2022	666	377	347	881	-	2271

Demand ratio   Dropout %

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

* Modular Employable Skill Courses.
* Career Counseling Cell
* Coaching for NET/SLET and Competitive Exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET [ ] SET/SLET [√] GATE [ ] CAT [ ]

IAS/IPS etc [ ] State PSC [ ] UPSC [ ] Others (Bank /SSC) [√]

5.6 Details of student counselling and career guidance

∗ Vivekanand Career & Counseling Cell (22)

No. of students benefitted [22]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	50	22	-

5.8 Details of gender sensitization programmes

∗ Gender sensitivity training modules for teachers/workshops
∗ Gender sensitization Committee / Women Development Cell

5.9 Students Activities

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

State/ University level [03] National level [-] International level [-]

No. of students participated in cultural events

State/ University level [01] National level [01] International level [01]

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

Sports : State/ University level [02]   National level [01]   International level [-]

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-

Financial support from government
Gaon Ki Beti -
Pratibha Kiran -
Post Matric -
                    ST
                    SC
                    OBC
	
	139
	59
	
	232
	272
	484
		
		6,90,000
		2,95,000
		
		19,58,580
		22,06,845
		14,34,570

Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

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

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

5.12   No. of social initiatives undertaken by the students - 15 [NSS, NCC]

5.13 Major grievances of students (if any) redressed:

1) Water Purifiers were installed at the request of Students.
2) Reconstruction of Toilets.
3) Washrooms for Disabled
4) Podiums for Teachers
5) Class Room furniture

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **VISION –**
>
> - Empowerment of Women through imparting holistic education to make them responsible citizens for a better society.
>
> **MISSION** -
>
> - To impart knowledge to women in order to strengthen their status in the society.
> - To improve the process of teaching and learning, at the same time making young girls aware about the new parameters of multifaceted improvements in the sphere of women education.
> - To make women self-reliant and to build leadership qualities in them so that they become capable of recognizing their worth.
> - To ensure women participation in all creative activities.
> - To inculcate basic human virtues in them like truthfulness, responsibility towards society, self confidence, courage, generosity and compassion.
> - To offer opportunity to women for learning and research so that they are able to contribute to the welfare of the society.
> - To make youth well skilled by polishing their talent so that they can compete in the professional and industrial social scenario.
> - To provide an environment that would help them understand the true essence of patriotism so that they can work towards national interests.
> - To make them self sufficient so that they can work for the development of society in general and the world at large.

6.2 Does the Institution has a management Information System

> - The administrative setup is decentralized.
> - The management information system works in a democratic environment under the leadership of the head of the institution assisted by heads of various departments, professor in charge of various functional committees and Cell, Faculty, Office Staff Student and Stake holders.

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

6.3.1 Curriculum Development

It is updated and improved continuously through BOS based on feedback taken on different issues.

6.3.2 Teaching and Learning

* It is made more interactive through ICT based teaching learning methods and devices.
* Faculty development Programmes to keep the teachers updated.

6.3.3 Examination and Evaluation

* Provision to external observer during examination.
* Coding and decoding for confidentiality and transparency.
* Establishment of Printing Press

6.3.4 Research and Development

* Research is the Best Practise of the Institution.
* Publication of Research Journal.
* Publication of College Magazine and News Letter to promote.
* Felicitation of Research Scholars and outstanding achievers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

* Books provided to backward classes and needy.
* Smart Class Rooms established.
* ICT enabled teaching learning promoted.
* E-material provided.

6.3.6 Human Resource Management

* Delegation of work as per choice and interest.
* Optimum use through committees and cells.
* Positive work culture is practised.

6.3.7 Faculty and Staff recruitment

As per State Government norms.

6.3.8   Industry Interaction / Collaboration

∗   Participation in various statutory and other bodies.
∗   Enternship/Excursion tours organized in collaboration with the industry.

6.3.9   Admission of Students

∗   ***College Chalo Abhiyan*** practiced to promote GER (Student influx).
∗   Online admissions conducted.

6.4 Welfare schemes for

Teaching	GIS Scheme
Non teaching	GIS
Students	➢ Scholarship and Insurance ➢ Railway Concession Facility ➢ Financial help to students below Poverty Line. ➢ Nirdhan Vidhyarathi Sahayta kosh

6.5 Total corpus fund generated   Around 20 Lacs

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

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	-	√	Principal
Administrative	√	-	√	Principal

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

For UG Programmes   Yes   √   No   ☐

For PG Programmes   Yes   √   No   ☐

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

∗ Based on feedback examination reforms are based on feedback
∗ Establishment of Printing Unit
∗ Coding and decoding of answer books
∗ Appointment of external observers for examinations

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

∗ University reviews and provide direction of regular intervals.

6.11 Activities and support from the Alumni Association

∗ Canteen Renovation done.
∗ Representation of Alumni members in BOS and other development Schemes.

6.12 Activities and support from the Parent – Teacher Association

∗ Under the teacher – guardian scheme problems are resolved and measures which are taken based on feedback

6.13 Development programmes for support staff

∗ Surya Namashkar
∗ Awareness Programmes
∗ Health Check-up Camps
∗ Training Programmes

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

∗ The campus declared as 'Polythene Free Zone'
∗ Cleanliness Campus is practiced
∗ Awareness Programmes organized

Criterion – VII

7. Innovations and Best Practices

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

> * Creation of Democratic Club, that promotes the true spirit of democracy among student and faculty.
> * Strengthening Research Cell to promote research environment

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

S.No.	Plan of Action	Achievements
1	Chhatra Mitra Yojna	▪ Inculcation of cordial environment in the college campus. ▪ Conduction of activities like General Knowledge Quiz ensured substantial participation/ representation of students.
2	Academic Audit	Curriculum Revision.
3	Feedback from the Students	▪ Identification of Slow Learners. ▪ Felicitation of Meritorious Students.
4	Academic Calendar follow-up	All the academic and extracurricular activities conducted within the stipulated time frame
5	W.D.C.	Women Orientation Activities viz. Workshop, Lecture Series, etc.
6	Strengthening of Research Cell	▪ Books and Journals ▪ WiFi zone for students
7	Establishment of Multi Gym	Multi Gym established for Students and Female Staff
8	Publication of News Letter	Published 03 Quarterly News Letters
9	Language improvement classes	▪ *AAo Sikhen Angrejee* classes ▪ *Vartani Sudhaar* classes.
10	Establishment of Printing Unit in the Examination Cell	Examination reform.

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

> * Best Practice – I Research
> * Best Practice – II Creating Democratic Spirit among Students.

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

7.4 Contribution to environmental awareness / protection

> * Three plantation
> * Awareness Rally
> * Lecture
> * Poster Making and Display
> * Plastic Free Zone

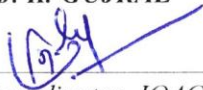7.5 Whether environmental audit was conducted? Yes [ ] No [√]

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

> * Formation and working of 12 different clubs

8. Plans of institution for next year

> * Employment availability for students
> * Self employment training programmes
> * Importance to YOGA
> * To conduct seminars on Research Techniques

Name **Dr. (Mrs.) J. K. GUJRAL**

_____
Signature of the Coordinator, IQAC

समन्वयक
आई. क्यू. ए. सी.
शासकीय मानकुँअर बाई कला एवं वाणिज्य
महिला महाविद्यालय, जबलपुर (म.प्र.)

Name **Dr. GEETA SHRIVASTAVA**

_____
Signature of the Chairperson, IQAC
Govt. Autonomous M.K.B. Arts Comm
College for Women, Jabalpur.

***

Abbreviations:

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

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Yearly Status Report - 2016-2017

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 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**

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	**mkbiqacjbp@gmail.com**
Alternate Email	**hegmkbaaccjab@mp.gov.in**
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/gmk bcjabalpur

5. Accrediation Details

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**

6. Date of Establishment of IQAC	**25-Mar-2004**
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		
Workshop-Embroidery Art	06-Sep-2016 15	175
Rajyastariya Sangoshthi - Subhadra Kumari Chouhan Vyaktitva Krutitiva	29-Aug-2016 02	72
Rastriya Sangoshthi Hindi Department, Kadambari	26-Nov-2016 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 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	Achivements/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.
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14. Whether AQAR was placed before statutory body ?	Yes

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

16. **Whether institutional data submitted to AISHE:**	**Yes**
Year of Submission	**2017**
Date of Submission	**15-Mar-2017**
17. **Does the Institution have Management Information System ?**	**Yes**
If yes, give a brief descripiton 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.**

<div align="center">Part B</div>

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
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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
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, Clay Art	16/01/2017	50
PG Diploma in Guidance 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 alumini 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	Numberof 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. Nearby 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, 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%20foler/resultmkb.htm and https://drive.google.com/file/d/156j3woWjwYrPKQ04bFMsliLKyeU4avod/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

No file uploaded.

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!					
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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)
No Data Entered/Not Applicable !!!			
View File			

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
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

	View File

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 !!!			
			View File			

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 !!!			
			View File			

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	151	19	2
Presented papers	Nill	76	Nill	Nill
Resource persons	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
		View File	

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
		View File		

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 Orphange	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	Nill	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	Nill
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

View File

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
No Data Entered/Not Applicable !!!			

View File

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 activites	Number of students participated in such activites
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
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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
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

Project Work	Guide and Supervisor, Geographical Survey, Musician, Teacher, Civil Service, School, College, Railway, Special Educator, Charted Accountant, Manager,	Rani Durgawati Museum, Survey of India, Bhatkhande Sangeet Maha vidhyalaya, Coaching Institute, Vihan Rehabl itation centre, Audiguru Sansthan, Charted Accountent office, Tourism office cooking kendra	15/03/2017	15/04/2017	699
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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
No Data Entered/Not Applicable !!!			
View File			

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 patially)	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	Nill	Nill	5	10000	5	10000
Library Automation	Nill	Nill	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 !!!			
View File			

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	http://www.mphighereducation.nic.in/qmkbcjabalpur

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 incurredon maintenance of physical facilites
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 pertiment 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	Nill	0
b)International	0	Nill	0
	View File		

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 Taxtile 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
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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 passedin the comp. exam	Number of studentsp placed
2016	0	Nill	Nill	Nill	Nill

2017	0	Nill	Nill	Nill	Nill

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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment 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)

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	0	National	Nill	Nill	0	0
2016	0	International	Nill	Nill	0	0
2017	0	National	Nill	Nill	0	0
2017	0	International	Nill	Nill	0	0

<p align="center">No file uploaded.</p>

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 he 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:

<p align="center">37</p>

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	• It is made and improved continuously through BOS based on feedback taken on different issues. • The board of studies adds 20 of new topics which are of current relevance.
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.
Examination and Evaluation	• Provision of external observer during examination. • Coding and decoding for confidentiality and transparency of result. • Establishment procedure of printing question papers in Autonomous Examination cell.
Research and Development	• Research is the best practise of the institution. • 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)
Library, ICT and Physical Infrastructure / Instrumentation	• Books provided to 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.
Human Resource Management	• Work is delegated in accordance to ability, choice and interest of the faculty. • Positive work culture is practised. • Work distribution according to ability, capability.
Industry Interaction / Collaboration	• Participation in various statutory and other bodies. • Internship/Excursion tours organized in collaboration with the industry.
Admission of Students	College Chalo Abhiyan practices to promote GER. • Online admissions.

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

E-governace area	Details
Student Admission and Support	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 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

	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/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Dr Usha Dubey/Dr Sulekha Mishra	Global Summit of Women Enterpreneurs (MAWE)	Govt. MKB Arts Commerce College, Jabalpur	13051
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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)
No Data Entered/Not Applicable !!!						
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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
Refresher Course	1	06/02/2017	25/02/2017	21
NCC Training	1	16/08/2016	15/11/2016	90
Master Trainer	1	21/11/2016	25/11/2016	05
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

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, expanses etc. Apart form 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
No Data Entered/Not Applicable !!!		
[View File](#)		

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	• 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 kid 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 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 Swatantrata Pakhwada IQAC	09/08/2016	24/08/2016	530
Workshop on Personality Development (Related to Cleanliness and Social evils)	03/08/2016	05/08/2016	400
Prabhat Pheri Self Discipline and Student	05/08/2016	05/08/2016	80
Guruvey Namah Respect for Teachers	05/09/2016	05/09/2016	250
Lecture Tamaso Ma Jyotirgamaya	22/10/2016	22/10/2016	150
Distribution of Sweets, Fruits, Rakhi to orphans by students to develop the feeling of ethical behaviour along with love and affection under Red Cross	12/08/2016	12/08/2016	75
Self Defence Camp N.S.S., N.C.C. other girls participated.	17/10/2016	17/10/2016	400
Cleanliness Drive	20/10/2016	20/10/2016	200
Digital India Drive Nukkad Natak Rally	13/01/2017	13/01/2017	300
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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
    practced. 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 the organized for the students. To bring awareness a programme by the Police Department will he also zed. 2. Use of technology is a part of day to day life. A workshop shall he 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 conoinienl. 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.

Yearly Status Report - 2017-2018

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 Choubey**
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	**482002**

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	**hegmkbaaccjab@mp.gov.in**
Alternate Email	**mkbiqacjbp@gmail.com**

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/InstitutePortal/Public/AQARReports.aspx?DT=MQ==&InstId=NDIy

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=MTE2Ng%3d%3d&InstId=NDIy

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A+**	**93**	**2004**	**16-Feb-2004**	**15-Feb-2009**
2	**A**	**3.10**	**2014**	**10-Dec-2014**	**14-Dec-2019**

6. Date of Establishment of IQAC	**25-Mar-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on digital Awareness	12-Mar-2018 06	114
Workshop on depression and Anxietye	18-Nov-2017 01	156
Sansdiya Karyashala, Political Science Department	24-Mar-2018 01	133
Rastriya Sangoshthi hindi department	27-Nov-2017 01	120
View File		

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	2018 365	11000000
View File				

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 :	**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. Orientation Programme 10/7/17 to 09/07/2017 2. Ek Bhart Shresth Bharat 20/07/2017 3. Workshop on Skill and Personality development 20/03/2018 to 24/03/2018 4. Establishment of 15 Clubs, 5. Digital awareness workshop from 12/03/2018 to 17/03/2018

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
Self Defence Training	1. 2 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.
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.
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.
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 probloms. A series of lectures were held on topics like stress, fear, anxiety. depression management etc.
Organising Career Oriented Programmes and Trainings	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.

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Quality Assurance Meeting	22-Jan-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	2018
Date of Submission	01-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton 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. (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	C028	Arts	23/08/2017
BCom	C032	Commerce	25/07/2017
MCom	C031	Commerce	25/07/2017
MA	C004	Drawing andPainting	31/07/2017
MA	C005	Economics	19/07/2017
MA	C006	English	19/07/2017
MA	C008	Hindi	17/07/2017
MA	C009	History	20/07/2017
MA	C014	Music	27/07/2017
MA	C017	Philosophy	14/08/2017
MA	C018	Political Science	25/07/2017
MA	C020	Psychology	14/07/2017
MA	C026	Sociology	19/07/2017
MA	C027	Urdu	23/08/2017
MA	C318	Geography	22/07/2017
[View File](#)			

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	01/07/2017	Guidance and Clinical Counselling (CL)	01/07/2017
BCom	Computer Application	01/07/2017	BCom Computer Application (C198)	01/07/2017
BA	Computer Application	01/07/2017	BA Computer Application	01/07/2017
BA	Hindi	01/07/2017	Prayojan Mulak Hindi	01/07/2017
PG Diploma	Political Science	01/07/2017	Public Administration	01/07/2017
[View File](#)				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	MORE THAN 10 FIELDS (Notice: If there is more than 10 records, please use File upload option.)	31/03/2018
[View File](#)		

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	01/07/2017

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
Fashion Designing/ Interior	01/09/2017	80
Fitnes, Aerobic and Yoga	01/09/2017	50
Foreign Language, Spoken English	01/09/2017	90
Craftwork, Clay	01/09/2017	74
PG Diploma in Guidance in clinical counselling	01/07/2017	4
Basic Computer	08/11/2017	70
Tie and die, Creative Art	08/11/2017	80
[View File](#)		

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	404
BCom	Internship/Project	229
MA	Internship/Project	154
MCom	Internship/Project	61
[View File](#)		

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	601
BCom	Commerce	260	1000	276
MA	Arts	430	270	222
MCom	Commerce	70	100	70
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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
2017	2180	515	66	63	63

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	Numberof smart classrooms	E-resources and techniques used
66	66	5	4	4	9

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

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
2695	66	1:41

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	66	10	66	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
2017	Dr Neena Upadhyay	Professor	Sarswati Ratna Samman Gunjan Kala Sadan M.P.
2017	Dr Smriti Shukla	Professor	Hukmadevi Krati Puraskar, Bhopal
2017	Dr Smriti Shukla	Professor	Gayatri Srajan Samman, Jabalpur
2017	Dr. Smriti Shukla	Professor	Alochna Pustak Hindi Sahitya: Kuch Vichaar Madhya Pradesh Sanskriti Parishad, Sahitya Academy Bhopal, Certificate and 51000/-
2017	Dr. Smriti Shukla	Professor	Rameshchandra Choubey Samiksha Samman 2017

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
BA	C028	3rd Semester	23/12/2017	20/02/2018
BA	C028	5th Semester	19/12/2017	20/02/2018
BCom	C032	3rd Semester	21/12/2017	28/02/2018
BCom	C032	5th Semester	22/12/2017	28/02/2018
MCom	C031	1st Semester	16/12/2017	20/02/2018
MCom	C031	3rd Semester	20/12/2017	22/01/2018
MA	C004, C005, C006, C008, C009, C014, C017, C018, C020, C026, C027, C318	1st Semester	22/12/2017	22/01/2018
MA	C004, C005, C006, C008, C009, C014, C017, C018, C020, C026, C027, C318	3rd Semester	26/12/2017	22/01/2018

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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
33	2695	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://mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=MTE5Ng==&InstId=NDIy

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
C028	BA	Arts	404	400	99
C032	BCom	Commerce	229	221	96.50
C004	MA	Drawing & Painting	4	4	100
C005	MA	ECONOMICS	16	16	100
C006	MA	ENGLISH	16	16	100

C008	MA	HINDI	29	28	97
C009	MA	HISTORY	15	15	100
C014	MA	MUSIC	1	1	100
C017	MA	PHILOSOPHY	2	2	100
C018	MA	POLITICAL SCIENCE	36	36	100
C020	MA	PSYCHOLOGY	3	3	100
C026	MA	SOCIOLOGY	15	15	100
C027	MA	URDU	1	1	100
C318	MA	GEOGRAPHY	16	16	100
C031	MCom	COMMERCE	61	61	100
PGDCL	PG Diploma	CLINICAL PSYCHOLOGY	4	4	100

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

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
No file uploaded.

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	01/07/2017	0
No file uploaded.				

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
[View File](#)				

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	01/07/2017	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	01/07/2017
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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	2
Psychology	4
Sociology	1
Music	4
Drawing and Painting	3
Commerce	2
Hindi	2
English	1
Political Science	2

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	Hindi	3	2.97
National	Sanskrit	1	3.9
National	Political Science	1	3.57
National	Philosphy	1	3.9
National	Drawing Painting	2	3.26
National	Economics	3	3.9
National	Psychology	5	5.24

National	Home Science	3	3.5
National	Commerce	2	6.13

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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
Data is more than acceptance in this particular field file attached	Nill

View File

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
0	Published	0	01/07/2017
0	Filed	0	01/07/2017

No file uploaded.

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	Nill
0	0	0	2017	0	0	Nill

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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
0	0	0	2017	Nill	Nill	0
0	0	0	2018	Nill	Nill	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	112	6	3
Presented papers	Nill	49	Nill	Nill
Resource persons	Nill	3	Nill	Nill

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s)	Name of consultancy	Consulting/Sponsoring	Revenue generated

department	project	Agency	(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
No file uploaded.				

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
Selection for Pre_RDC	NSS	Nill	1
Kaumi Ekta (Kavya Paath and Essay Writing)	NSS	2	36
Medical Checkup Camp Dental, Skin related problems and problems related to females	NSS	2	126
Door to Door Campaign in Village Collaboration with Municipal Corporation Awareness ralley Poster competition, Slogan Competion	NSS	2	49
NCC Day Environment Protection Ralley	NCC	2	54
Visit to Girls Blind School	NCC	2	53
Visit to Rajkumari Bai Baal Niketan	NCC	2	54
NIC Camp at Patna Bihar 2nd Position at National Level Group Dance	NCC	Nill	5
Information regarding traffic Rules and How to avoid Accidents	RedCross	3	60

| Blood Donation | NCC | 1 | 4 |

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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	Nill

No file uploaded.

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 activites	Number of students participated in such activites
Awareness	Govt MKB College, IQAC, Jabalpur	Namami Devi Narmade (Plantation on mass scale))	106	245
Awareness	Govt MKB College, IQAC, Jabalpur	Management of Anxiety	26	156
Swachh Bharat Campagin	NCC	Cleanliness Rally Door to door Campagin	2	49
Awareness	NCC	Gramonnati Project	2	50
Gender Issue	IQAC, Women development cell with T.I. crime branch	Self Defence	1	108
Gender Awareness	NSS	Nukkad Natak on Beti Bachao Beti Padhao MimeGroup Dance Solo Song	2	117

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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

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

Project Work	Guide and Supervisor, Geographical Survey, Musician, Teacher, Civil Service, School, College, Railway, Special Educator, Charted Accountant, Manager	Rani Durgawati Museum, Survey of India, Bhatkhande Sangeet Maha vidhyalaya, Coaching Institute, Vihan Rehabl itation centre, Aadiguru Sansthan, Charted Accountant office, Tourism office, Cooking Kendra	19/03/2018	20/04/2018	848

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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
0	01/07/2017	0	Nill

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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
32968786	18569909

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

[View File](#)

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	19133	2066687	613	51502	19746	2118189
Reference Books	23118	3087228	Nill	Nill	23118	3087228
Journals	105	Nill	10	1500	115	1500
CD & Video	15	2000	Nill	Nill	15	2000
Others(specify)	202	26703	Nill	Nill	202	26703

[View File](#)

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	01/07/2017

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/qmkbcjabalpur

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 incurredon maintenance of physical facilites
32968786	18254778	32968786	315131

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 co-curricular 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://mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=MTE2Nw%3d%3d&InstId=NDIy

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	Nishaktjan Scholarship	6	98490
Financial Support from Other Sources			
a) National	Central Sector	23	230000
b)International	0	Nill	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 implemetation	Number of students enrolled	Agencies involved
Training for competitive Exam (PSC, Bank, Railway, NET)	02/04/2018	100	Vivekanand Career Counselling Cell
Personal Counselling	30/04/2018	1542	IQAC
Resume Preparation (By Shri Manoj Mallik)	30/08/2017	110	Vivekanand Career Counselling Cell
Yoga/Meditation	12/01/2018	150	Vivekanand Career Counselling Cell
Martial Art Camp Trainer Shri Rajkumar Yadav	01/01/2018	30	Sports Department
Bridge Course (Zero Classes)	10/07/2017	230	IQAC
Basic Computer Awareness	24/11/2017	70	Vivekanand Career Counselling Cell
Creative Art (Tie and Dye)	24/11/2017	80	Vivekanand Career Counselling Cell
Foreign Language Spoken English	07/10/2017	90	Vivekanand Career Counselling Cell
Fitness Aerobic Yoga	07/10/2017	50	Vivekanand Career Counselling Cell
Soft Skill Development Fashion Designing and Interior Designing	07/10/2017	80	Vivekanand Career Counselling Cell
[View File](#)			

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 passedin the comp. exam	Number of studentsp placed
2018	Swami Vivekananda Career Guidance Cell	Nill	100	Nill	Nill
2018	Swami Vivekananda Career Guidance Cell	80	Nill	Nill	Nill
2018	Swami Vivekananda Career Guidance Cell	100	Nill	Nill	Nill
View File					

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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
1. Equicom Global Research Center 2. Ardent Knowledge Research Service	120	12	Nill	Nill	Nill
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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	228	BCom	Commerce	Govt MKB College, Jabalpur	MCOM

2017	400	BA	Arts	Govt MKB College Jabalpur	MA

View File

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	5
Any Other	6
View File	

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

Activity	Level	Number of Participants
Sports Activity (KhoKho/Hand ball/Wushu/Spell Takara/Cricket/Shooting)	College/University Level	59
Cultural Activity (Solo and Group dance, Singing Classical, solo, semi classical, group instrumental music/Mehandi/Rangoli/Alpana/Flower Arrangement/Drama	College/University Level	98
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Shooting (Gold)	National	2	Nill	0	Mahima Turhi Agrawal
2017	Shooting (Gold)	International	1	Nill	0	Mahima Turhi Agrawal
2017	Tackara (Gold)	National	1	Nill	0	Shivani Ben
2017	Tackara (Silver)	National	1	Nill	0	Rachna Dhurvey
2017	Judo-Karate (Silver)	National	1	Nill	0	Manisha Thakur
2017	Dance (First Prize)	National	Nill	1	0	Aruksha Nayak
2017	Debate (First	National	Nill	1	0	Sonal Panda

| | Prize) | | | | | |

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:

| 41 |

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 well defined 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	• It is made and improved continuously through BOS based on feedback taken on different issues. • The board of studies adds 20 of new topics which are of current relevance.
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.
Examination and Evaluation	• Provision of external observer during examination. • Coding and decoding for confidentiality and transparency of result. • Establishment procedure of printing question papers in Autonomous Examination cell.
Research and Development	• Research is the best practice of the institution. • 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)
Library, ICT and Physical Infrastructure / Instrumentation	• Books provided to 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.
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.
Industry Interaction / Collaboration	• Participation in various statutory and other bodies. • Internship/Excursion tours organized in collaboration with the industry.
Admission of Students	College Chalo Abhiyan practices to promote GER. • Online admissions

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

E-governace area	Details
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
Student Admission and Support	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 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
2017	0	0	0	Nill
2018	0	0	0	Nill
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 professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2017	Digital Awareness	Digital Awareness	12/03/2017	17/03/2017	100	14
				View File		

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
Financial Management	1	06/11/2017	08/11/2017	03
NSS Training	1	23/01/2018	25/01/2018	03
Financial Mamagement	3	18/10/2017	18/10/2017	01
World Bank Training	2	03/08/2017	05/08/2017	02
Digital Learning (MKB College)	114	13/03/2017	17/03/2017	06

View File

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
66	18	2695

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, expanses etc. Apart form 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
No such grants had been received by any of the bodies mentioned above	0	Nil

View File

6.4.3 – Total corpus fund generated

19205461

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

2017	Digital learning	12/03/2017	12/03/2017	17/03/2017	114
2017	Sarve Dharma Prarthana with the help of Music Departmen	02/10/2017	02/10/2017	02/10/2017	115
2017	Health for all	15/11/2017	15/11/2017	15/11/2017	50
2017	Health for All	18/11/2017	18/11/2017	18/11/2017	50
2017	Orientation programme	01/07/2017	01/07/2017	09/07/2017	356
2017	Ek Bharat Shresth Bharat	20/07/2017	20/07/2017	20/07/2017	12
2017	Ek Bharat Shresth Bharat (district level)	03/08/2017	03/08/2017	03/08/2017	5
2017	Heritage Club (Training for Tourist)	13/11/2017	13/11/2017	17/11/2017	5
2017	Book reading club (Quiz Comp)	17/11/2017	17/11/2017	17/11/2017	21
2017	Information regarding Traffic Rules	18/11/2017	18/11/2017	18/11/2017	460
2018	Surya Namaskar	12/01/2018	12/01/2018	12/01/2018	200
2018	Sansdiya Workshop	24/03/2018	24/03/2018	24/03/2018	62
2018	Vidhan Sabha Bhraman	05/04/2018	05/04/2018	05/04/2018	29
2018	Chatra Mitra Yojana	20/03/2018	20/03/2018	24/03/2018	200
2018	Yoga Day	21/06/2018	21/06/2018	21/06/2018	92
2018	Bhrashtachar Mukt Bharat	29/11/2018	29/11/2018	29/11/2018	460
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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
Safety and Legal Provision for Female	15/11/2017	15/11/2017	300	Nill
Safety audit programme	28/11/2017	28/11/2017	202	Nill

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	31
Ramp/Rails	Yes	31
Braille Software/facilities	Yes	31
Rest Rooms	Yes	31
Scribes for examination	Yes	31
Special skill development for differently abled students	Yes	31
Any other similar facility	Yes	31

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
2017	2	2	29/11/2017	01	Cleanliness Drive	Rally	60
2017	5	5	01/12/2017	01	Rally, poster door to door campaigning	Rally	60

2017	1	1	02/07/2017	01	Plantation drive	Namami devi Narmade	72

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Vivran Patrika	01/06/2017	• 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 kid 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 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 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
Sadbhavana Parv with children from orphanage	07/08/2017	07/08/2018	45
Guruvey Namah (Respect for Teachers)	10/07/2017	10/07/2017	410
Documentary show and Lecture on Bio-energy	11/08/2017	11/08/2017	170
Poster completion Democratic awareness	18/11/2017	18/11/2017	17
Brashtachaar Mukta Bharat Lecture on GST by	09/11/2017	09/11/2017	80

Shri Pramod Agrawal			
Ek Bharat Shreshtha Bharat Series of Programmes	09/11/2017	09/11/2017	80
Essay Comepetion to develop Democratic awareness	13/11/2017	13/11/2017	215
Namami Devi Narmade Extensive Tree Plantation	02/07/2017	02/07/2017	350
Essay Poetry Recitation competition in Kaumi Ekta	31/10/2017	31/10/2017	38

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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 practced. 3. Awareness programmes organized. 4. Plantation. 5. Nature Club.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Strengthening Research cell to promote research environment. Promotion of Language proficiency skill.

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/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

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

8.Future Plans of Actions for Next Academic Year

1. Employment related training programme to be organized. 2. Awareness programme among girls students in the area of health and hygiene will be held. 3. Wending machine to be installed in girls common room. 4. National /State level seminars conferences, workshop will be organized by the teaching departments. 5. Environment cleanliness drives. 6. Programmes for self defense and personal safety.

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	**hegmkbaaccjab@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

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

6. Date of Establishment of IQAC	**25-Mar-2004**

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	View File
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.

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 probloms. 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 descripiton 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
[View File](#)			

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
No Data Entered/Not Applicable !!!		

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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
No file uploaded.		

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 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
No file uploaded.				

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	Numberof 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
No file uploaded.			

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/qmkbcjabalpur

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

No file uploaded.

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

No file uploaded.

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

No file uploaded.

3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered 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	Nill
0	0	0	2019	0	0	Nill
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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

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
0	0	0	2018	Nill	Nill	0
0	0	0	2019	Nill	Nill	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	Nill	59	Nill	Nill
Resource persons	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
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	Nill

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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 activites	Number of students participated in such activites
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, Charted Accountant, Manager	Rani Durgawati Museum, Survey of India, Bhatkhande Sangeet Maha vidhyalaya, Coaching Institute, Vihan Rehablitation centre, Aadiguru Sansthan, Charted 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 incurredon maintenance of physical facilites
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 pertiment 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	Nill	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 implemetation	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 passedin the comp. exam	Number of studentsp placed
2018	Swami Vivekananda Career Guidance	Nill	166	Nill	Nill

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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
1. Dr. Reddy Foundation Jabalpur, 2. LIC, Jabalpur, 3. Reliable Bio Technologies Ltd., 4. Siddhi Infonent, Bhopal, 5. Orchid Inter national School	150	Nill	Nill	Nill	Nill

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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	Depratment 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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Shooting	International	1	Nill	0	Mahima Turhi Agrawal
2018	Shooting	National	1	Nill	0	Mahima Turhi Agrawal
2018	Wushu	National	2	Nill	0	Somya Jain, Nishi Choudhary
2018	Taekwondo	National	1	Nill	0	Shivani Ben
2018	Judo Karate	National	1	Nill	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 he 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 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:

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 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. The IQAC involves member from various walls 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

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. • Confidentiat t procedure of printing question papers in Autonomous Examination cell. • For complete confidentially 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-governace area	Details

Examination	Autonomous cell conducts examinations in consultation with the principal of the college. All the payments are online. Academic calendar is followed.
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 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.
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
Student Admission and Support	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

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	Nill
2019	0	0	0	Nill
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 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

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

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

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, expanses etc. Apart form 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

No file uploaded.

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 !!!					
View File					

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	Nill
International Women's Day - Bhasan, Kavita Path, Dance and Play	08/03/2019	08/03/2019	115	Nill
Lecture on International Women's Day by Smt. Shashikiran Dubey	08/03/2019	08/03/2019	250	Nill

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
No file uploaded.							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Vivran Patrika	01/06/2018	• 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 kid 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 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 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 !!!			
[View File](#)			

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 practced. 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 tying 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://mphighereducation.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://mphighereducation.nic.in/InstitutePortal/Public/Institute_Notices.aspx?InstId=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.

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. Leela Bhalavi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07612401300**
Mobile no.	**9926334177**
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	**482002**

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.	**07612101300**
Mobile no.	**9302129440**
Registered Email	**hegmkbaaccjab@mp.gov.in**
Alternate Email	**mkbiqacjbp@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/InstitutePortal/Public/AQARReports.aspx?DT=MQ==&InstId=NDIy

4. Whether Academic Calendar prepared during the year

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/InstitutePortal/Public/Notice_Details.aspx?id=NDYxNQ==&InstId=NDIy

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period From	Validity Period To
1	**A+**	**93**	**2004**	**16-Feb-2004**	**15-Feb-2011**
2	**A**	**3.10**	**2014**	**10-Dec-2014**	**09-Dec-2019**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**25-Mar-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation Program for New Admission	26-Aug-2019 1	230
Satya Ke Proyog (Book Reading Session)	02-Oct-2019 1	273
Charkha Club (Lecture on Mahatama Gandhi)	04-Oct-2019 1	46
Rajbhasha Hindi Diwas	14-Sep-2019 1	172
Workshop on Autism	15-Feb-2020 1	120
Cleanliness Drive	13-Jul-2019 10	120
Drawing Competition	30-Aug-2019 1	44
one fiftieth anniversary programme of Gandhiji	02-Oct-2019 1	44
Celebration of Rakhsha Bandhan at Central Jail	10-Aug-2019 1	35
Formation of What's App Group (E-Club)	01-Apr-2020 90	850
[View File](#)		

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	MPHEQIP	World Bank	2020 365	330000
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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 :	**4**
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. To celebrate 150th Birth Anniversary of Father of the Nation 2. Orientation Programme 3. Cleanliness Drive (10 days at Bhatoli Gram) 4. Activities of Clubs 5. Workshop on Autism

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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
Health and Well Being	Medical Camps, First Aid for Heart Attack, Monitoring Blood Pressure, Donation of Blood and Organ (Awareness). Lectures were held on topics like Occupational Therapy, Autism etc. and occupational therapy, corona awareness.
Development of Moral Values among young women through Ghandian Philosophy	Visit to Gandhi Library. Book Reading session of Satya ke Proyog. Poster, Slogan and Drawing Competition. Lectures
Organising Career Oriented Programmes and Training	Placement Agencies were invited to The institution for the benefit of the 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.
Self Defence Training	Two Month Martial Art Training by Trainer Shri Ramkumar Yadav. One day workshop on Women Empowerment and Self Defence organised by WDC in collaboration with department of Police, in this workshop self defence techniques were taught, helpline awareness and emergency numbers were provided. Lecture on Cyber Crime.
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.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Academic Council	**08-Feb-2021**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**

Date of Visit	**08-Feb-2021**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**08-Feb-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**College Information management system is controlled by the head of the institution. Principal distribute duties to professors, permanent/ temporary employees 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 and extension activities.. 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. Website and email is helpful in disbursing information to higher authorities. Accounts related work is carried out with the help of IFMIS and Tally software. All results are displayed on college website. Information is also disseminated through the official Whats App group and Facebook page of the college.**

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
No Data Entered/Not Applicable !!!			
View File			

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
BCom	Computer Application	01/07/2019	B. Com. Computer Application (C198)	01/07/2019
BA	Computer Application	01/07/2019	B. A. Computer Application	01/07/2019
BA	Hindi	01/07/2019	Prayojan Mulak Hindi	01/07/2019
PG Diploma	Psychology	01/07/2019	Guidance and Clinical Counseling	01/07/2019
PG Diploma	Interior Decoration and Home Craft	01/07/2019	Interior Decoration	01/07/2019
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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
No Data Entered/Not Applicable !!!		
View File		

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	01/07/2019

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
Radio Jockey Training	16/09/2019	63
Jute/Paper Bag Making	16/09/2019	63

	Training		
Life Skills Dialysis Training	16/09/2019		63
Training for Logical and Arithmetical Reasoning	16/09/2019		80
Employment opportunities in the field of Dance	13/11/2019		70
Making of Incense Sticks Training	13/11/2019		70
Bamboo and Cow Dung Sculpture Art Training	04/02/2020		60
Making of Wool Art Pot Training	04/02/2020		60
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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	119
MA	Internship/Project	213
MCom	Internship/Project	67
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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 department 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 feedback obtained 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 enrich 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
BA	Arts	550	960	590
BCom	Commerce	260	1020	272
MA	Arts	430	520	348
MCom	Commerce	70	120	75
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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
2019	2473	704	67	62	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	Numberof smart classrooms	E-resources and techniques used
67	67	5	2	2	9
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

To establish a positive communication between teacher and taught, Teacher Guardian scheme is in practice under this scheme faculty is allotted certain number of students at the 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 42:1. 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
3177	75	1:42

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	67	9	67	62

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
2020	Dr. Usha Kalley	Professor	Poet of Excellence (June Bride) - BY International Publishing House
2020	Dr. Aruna	Associate Professor	Best NSS Officer of the Year
2020	Dr. Aruna	Associate Professor	NSS Corona Warrior
2019	Dr. Smriti Shukla	Professor	Shahitya Bhusan Samman 2019, Vishyawani Sansthan, Jabalpur (M.P.)
2020	Dr. Usha Kalley	Professor	International - words in motion poetry challenge by poetry planet publishing house.
2020	Dr. Usha Kalley	Professor	International certificate of recognition, Quote Writing Challenge by Poetry Planet Publishing House
2020	Dr. Usha Kalley	Professor	Poetry Writing Challenge, Certificate of Excellence
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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
Nill	3177	00

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/InstitutePortal/Public/Notice_Details.aspx?id=MTE5Ng==&InstId=NDIy

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.mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=NDUwMg==&InstId=NDIy

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

Yes
Name of the teacher getting seed money
Dr. Sushma Pendharkar (Sociology)
No file uploaded.

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	Nill	0
International	0	0	Nill	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	365	Swaraj Sansthan Sanchnalaya, Sanskriti Vibhag, Bhopal (M.P.) Dharampal Shodh Peeth	120000	120000
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1

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	01/07/2019
No file uploaded.		

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	01/07/2019	0
No file uploaded.				

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
Department of Drawing Painting	Roshni Gandhi	Drawing Painting IQAC	Dance and Art Classes	Dance and Art Classes	24/10/2019
Department of Home Science	Aparna Asati	Department of Home Science and IQAC	Mask Making	Mask Making	02/09/2020
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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	4
Music	4
Drawing Painting	4
Commerce	4
Hindi	3
Political Science	3

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	Hindi	1	2.2
International	Psycho M.B	1	5.1
International	Economics	1	3.2
International	Political Science	1	3.2
International	Political Science	1	4.2
International	Commerce	1	6.8
National	Geography	1	4.2
International	Philosophy	1	5.2
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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
Nill	Published	Nill	Nill
Nill	Filed	Nill	Nill
No file uploaded.			

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
Shaaitya ka Samartha	Dr. Smriti Shukla	Gadyakosh	2019	1641	Gadyakosh	1641

Hindi Kahani ke Naye Aayem	Dr. Smriti Shukla	Gadyakosh	2019	827	Gadyakosh	827
Hindi Shaatiya Mai Ghar	Dr. Smriti Shukla	Gadyakosh	2019	390	Gadyakosh	398
Hindi Patrakarita Ke Bejod Ank	Dr. Smriti Shukla	Gadyakosh	2019	128	Gadyakosh	128
Geeto ka Karwan Tham Gaya	Dr. Smriti Shukla	Gadyakosh	2019	416	Gadyakosh	416

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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
0	0	0	2019	Nill	Nill	0
0	0	0	2020	Nill	Nill	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	14	87	15	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

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
Inter District Parade Competition NCC COY 2A (Dr. Sapna Chawla)	Received Certificate for Excellent Performance	District Administration	42
Corona Warrior Award (Dr. Aruna)	Corona Warrior	District Administration and President (Indian Red Cross Society, Jabalpur)	8
SWEEP (Dr. N. Deshkar)	Excellent Corporation in SWEEP Programme	District Administration	170
Marshall Art (Dr. Sulekha Mishra)	Koshiki Award (Dan Black Belt)	All India Koshiki Federation	Nill
No file uploaded.			

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 activites	Number of students participated in such activites
IQAC	Geography	Webinar on COVID-19	492	215
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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
College Faculty Exchange	6	World Bank	14
Outside College Faculty Exchange	10	World Bank	32
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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	Linkage for Project	Rani Durgawati	07/09/2020	15/09/2020	399

| | Museum, Survey of India, Bhatkhande Sangeet Maha vidhyalaya, Coaching Institute, Vihan Rehabi litation centre, Aadiguru Sansthan, Charted Accountant office, Tourism office, Cooking Kendra | | | | |

and
Internship

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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
Ardent Knowledge Society	04/10/2019	Facilitate employment opportunity for students	2
Govt. Autonomous Girls P. G. College of Excellence, Sagar (M.P.)	01/11/2019	Exchange of students, Researchers, Research Resources	78
Heart Fullness Institute, Gram Adhua, Bhedaghat Bypass, Jabalpur	05/10/2019	Facilitate Workshop Learning	148
Adiguru Education Welfare Society,Jabalpur	03/01/2020	1. Internship and Practical Learning 2. Facilitate Workshops Lectures	120
Khel Aevam Yuva Kalyan Vibhag	30/01/2020	Training of Indoor and Outdoor Games	102
National Career Service Proposal	22/08/2019	Holding quality job fairs and career related events	52
No file uploaded.			

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
1237427	1237427

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 patially)	Version	Year of automation
SOUL	Fully	2.0	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	20097	2181043	335	49709	20432	2230752
Reference Books	23118	3087228	40	17790	23158	3105018
e-Books	1	19470	Nill	Nill	1	19470
Journals	105	100000	6	9000	111	109000
CD & Video	14	350	Nill	Nill	14	350
Others(specify)	205	25000	Nill	Nill	205	25000
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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
No Data Entered/Not Applicable !!!			
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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	100	0
Added	0	0	0	0	0	0	0	0	0
Total	102	3	12	10	0	1	15	100	0

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

200 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
0	[0](#)

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 incurredon maintenance of physical facilites
25597872	23126044	1344258	1344258

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 institution has a well-established system and procedures for maintaining and utilizing physical academic and support facilities – laboratories, library, sports complex, computer classrooms etc. for this various committees are constituted at the beginning of each year, this enables the smooth functioning of the institution, the maintenance and infrastructure facilities and equipment various committees are formed for this:- 1. Building Maintenance Committee: - This committee recommends the areas for improvement, renovation of infrastructure etc. to the Principal and construction agencies carry out the work as per the need and availability of finances. 2. Purchase Committee: - To ensure the optimal utilization of funds various departments and section of the college, put forward the requirements and justification to the Principal. Purchases are done in accordance to store purchase rules as given by the Government of Madhya Pradesh. According to the recommendation of this committee, required items are purchased which are verified entered in stock register. 3. Library Advisory Committee: - This committee meets at regular intervals and gives suitable suggestions for procurement of books and other relevant material The library functions as follows :- a) Accession Purchased books are verified and entered into Accession Register. General and UG books are available subject wise for issuing in the main library. While PG books are kept in the Departmental libraries for PG students. b) Issue Process The entries of issued books are maintained on register and digital records are maintained on computer. c) Write Off Process Write off committee examines the condition of the sorted books and thereafter recommends writing off for the approval of the Principal. 4. College Development and Planning Council: - It charts out the institutional development plan with regular up-gradation of existing facilities and infrastructural development. 5. Garden Committee: -

Planting of seasonal plants is carried in the college regularly. Existing trees are pruned after due permission taken from the local government authorities. 6. Parking Stand Committee: - This committee looks after issues pertaining to the vehicles parked in the stand. I. Laboratory The college has the laboratory maintenance funds and experts/engineers services are hired to maintain the equipment etc. Items under warranty period are maintained by the supplier/manufacturer. II. Classrooms The infrastructural facilities are optimally utilized for the convenience of students. Classrooms fixtures are periodically taken care of. Furniture and teaching aids are maintained through construction and maintenance committee of the college. III. Computers Computers are maintained, upgraded and repaired as and when required. Technicians are called on demand by the office. IV. Sports Sports items like uniform and track suites are issued to eligible individuals or teams. Items such as cricket balls, tennis balls, shuttle cocks etc. are of the consumable category. Playground is utilized round the year for practice of different sports activities and organizing tournaments. (Indoor games facilities – Chess/Carem/ T.T. etc.) The activities like kho-kho, volley ball, Athelete, Judo-Karates, Cricket, Slow Cycling, Javelin Throw, etc.. The college has sports funds which is utilized for the maintenance of the ground and other equipments of sports.

http://www.mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=NDYxNg==&InstId=NDIy

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	Nirdhan and Nishaktjan Scholarship	27	280259
Financial Support from Other Sources			
a) National	Central Sector/Olympic Gold Quest	25	1750000
b)International	0	Nill	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 implemetation	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 passedin the comp. exam	Number of studentsp placed
2019	Swami Vivekananda	2	34	2	2

	Career Guidance Cell				

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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
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Security Services Company, Awas 24, Dr. Reddy Foundation Company, Assist Click Company, HDFC Life, Aedent Knowledge	34	2	6	Nill	Nill

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	210	B.Com.	Commerce	Govt. Mankunwar Bai Arts Commerce Autonomous College for Women Jabalpur	M.Com.
Nill	520	B.A.	Arts	Govt. Mankunwar Bai Arts Commerce Autonomous College for Women Jabalpur	M.A.

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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	9

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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
Sports Activity (Kho-Kho, Badminton, Taekwondo, Kabaddi, Chess, Yoga, Hockey, Volley Ball, Wushu, Spell Takara, Basket Ball, Cricket Shooting)	College/ University/ National/ International	81
Cultural Activity (Solo Group Dance, Singing Classical, Solo, Semi Classical, Group Instrumental Music, Mehandi, Rangoli, Alpana, Flower Arrangemant, Drama)	College/University	210

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Shooting	International	7	Nill	Nill	Shreya Agrawal
2019	Shooting	National	3	Nill	Nill	Mahima Turhi Agrawal

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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)

Since students form the core of any educational institution, the college provides its students with a number of platforms in order to place them at the forefront of all the major activities. By doing so, the college has developed a proactive, transparent and successful system for the benefit of the students The process of appointing the members of the Student Union is done via the process of elections as per the directions issued by the department of Higher Education, state government of Madhya Pradesh. However, since the year 2018-19 the department has not issued fresh directives to conduct the said elections. Hence, the last election of Student Union was conducted in the year2017-18 Nonetheless, for the execution of various curricular and extra-curricular activities various committees are formed by the college in which students' involvement is ensured. Students are members of Amalgamated Fund, IQAC, Placement Cell, Women Cell, Research Cell, Sports Committee, Social Gathering

Committee, Cycle Stand Committee and Canteen Committee. All these committees have student representatives nominated by the Head of the Institution. Board of studies of each department has representation of an alumni-member. In the activities carried out by NCC NSS students are given leadership roles. During Annual Function and Sports Day students are involved in decision making management and execution of activities. By working in this manner students participate in the activities of the college that address the value of national integrity, secularism discipline, gender equality, cleanliness, environment concern, health etc. They also learn about the fair and transparent mechanism present in the organization of which they are an integral part. IQAC also ensure representation of students in its clubs. Clubs' activities are carried out by the students under the guidance of the professors in charge. e-club has student-admins who perform the leadership role in the execution and management of the activities introduced and accomplished on WhatsApp Group. Various programmes that are organised by the college also involve students as members to teach them leadership skills and to foster confidence in them. Teaching departments also have their own committees in which student representation is encouraged. Through these diverse programmes and participatory initiatives, the College has encouraged students to take on leadership roles and spearhead major activities in the Institution. This has helped the students to become more confident in taking charge, interacting with people, forming associations and organizing programmes by themselves. For example, every year the College celebrates Student's Day function that is celebrated on a massive scale. The students of the college take the sole responsibility of organizing the entire function right from the beginning to its end. By this way, the College provides this opportunity to the students to be managers, performers, disciplinarians and team-workers. This is not only of importance at the institutional level but also makes the students prepared for the future. As they pass out of the College, they are ready to take on the world with all these necessary skills that they have acquired during their educational journey.

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 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 is 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:

105

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

13200

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings and activities are organized by alumni association at regular intervals. Meeting was hold on 30/11/2019 attended by the 42 members.

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 practices strategic decentralization and participative management in its Administration, Academics, Examination and Human Resources. It has a well knit mechanism for evaluation and monitoring of all quality parameters through its organizational structure i.e. Principal, Statutory Bodies, IQAC coordinator, Head of the Departments, Committee In-charges and members, Faculty members, students and Stakeholders. The decentralized organizational structure well coordinates the academic and administrative functions of the institution in which statutory bodies play a pivotal role. Under the autonomous status of the college Executive council, Academic council, Board of Studies and Finance Committee constitute the entire mechanism. In lieu with the vision and mission of the college, The Principal provides academic and administrative leadership to the college in coordination with the various statutory bodies and committees to evolve strategies for academic growth. The institution maintains a healthy relationship with all the stakeholders. The college elicits special cooperation from "Jan Bhagidari Samiti" (Public Participation Committee) to ensure overall development of the students. College obtains financial help and sponsorship from the Janbhagidari Samiti in order to conduct co-curricular activities, extension activities and infrastructure development. The IQAC develops a quality system to improve the academic and administrative performance of the college. It involves members from various walks of life to guide, inspire and to promote transparent participative management. Every committee of the college has a coordinator, teachers and student members. They meet periodically and together plan for the various activities. Accordingly, the college functions in a well-structured and defined manner to ensure participative management at all levels of decision making. The faculty is actively involved in participatory management. The Teachers work through various committees constituted by the Principal at the beginning of the session. Thus, involvement of the faculty is ensured in decision making. Board of studies is one of the provisions to discuss Academic matters. Some faculty members are involved in the decision making by being the members of the Advisory committee of IQAC. The meetings of the staff council also help in ensuring teacher's participation and contribution in management and decision making regarding various matters. Monthly meetings of the HODs with the principal also serve the purpose. The college has office, Examination Cell, Result Section, which works under the able guidance of the head of the institution in a decentralized manner. The college also has, UGC Cell, RUSA World Bank Cell, IT Cell, Admission Cell, Placement Cell, and Women Cell along with number of other committees to ensure delegation of duties under the decentralized participative management. The two examples of implementation of this practice are: 1. The workshop and seminar organized by the IQAC and the departments of Sociology and History were organized in the academic year 2019-20 by having participative management 2. In the year 2019-20 the college smoothly conducted examination by following active decentralization and delegation at the time of Global Pandemic Covid 19. The able decagon making and active participation of everyone led the college to organize online examination via the Open Book System.

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	The time table covers the varied elements of curriculum. Along with classes various extra-curricular activities are planned to add value to the curriculum. All the departments make their internal planning as well. Along with this, educational excursion, Career Fair, Placement Drives are planned that encourage the students to experience professional aspects. NSS NCC Red Cross and Sports activities add more value to the curriculum. Syllabus is improved continuously through BoS based on feedback system.For Example: The department of English trained students for Cambridge English Placement Test. Swami Vivekanand Career Counselling Cell conducted value added and skill based training programmes.
Teaching and Learning	The college has well qualified, trained and experienced faculty. Learner centric methodologies such as participative learning, experiential learning and collaborative learning are practiced through various teaching learning methods. The teachers maintain daily diary of taught content. The teaching learning process is evaluated by the result of internal tests, quality of assignment submitted by the students and final result. Faculty Development programmes keep teachers updated. For Example: Teachers of the department of English cleared CEPT and TKT exam conducted by Cambridge Assessment English and further trained the students to pass this test.
Examination and Evaluation	The college appoints external observer during examination. Coding and decoding for confidentiality and transparency of result. Question papers are printed in Autonomous Examination cell. For the complete confidentiality two question papers by different examiners are set at UG level. Selection of final paper is random. Due to covid-19 global pandemic in the session 2019-20, the method of Open Book system was employed by the college at both the UG PG level. Final year examination was conducted using the open book method and first and second year students were promoted based on the marks of quarterly and half yearly examination.

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 and students. •Felicitation of Research Scholars and outstanding achievers. • Students are encouraged to develop a scientific attitude. (Field Work, Study tours, surveys, extension activities)	
Library, ICT and Physical Infrastructure / Instrumentation	• Availability of central library and departmental libraries • Fully automated library. • Facility of reading room • Books are provided to the students of reserved category and needy. • Book Reading Club to promote reading habit amongst students • Well ventilated adequate number of classrooms • Smart Class Rooms established. • Language Lab and Computer Labs available • ICT enabled teaching learning promoted. • E Material provided. • Special material and facility for visually handicapped students. • What's App groups of students are made • ICT tools used by the faculty • Online classes conducted by using online platforms	
Human Resource Management	• Notable work performance is recognized by the Principal • Faculty is appraised through Confidential Reports for their manifold activities. • Programmes are organized to supplement mental wellness among employees. Annually, International Yoga Day is observed wherein the employees practice calming and rejuvenating yoga asana. Along with this, other drives and programmes are conducted to harness the mental health of employees into efficient work performance. • Staff Club celebrates achievements of fellow employees and arranges for the welcome and farewell parties as well. • Anti Sexual Harassment Cell for Women ensures that any such activity is nipped in the bud.	
Admission of Students	College Chalo Abhiyan is practiced to promote GER. Admissions are made through transparent online process. For the admission process of Graduation Ist year and P.G. Ist Semester, students register themselves on the portal. After the registration and document verification process students get admission as per merit and reservation policy of the state government. After	

	the payment of fee and getting the enrollment number from the affiliated University, students become regular students of the college. The admissions of Graduation IInd and IIIrd year and Post Graduation II, III and IV Semester admission process is conducted at the college level.
Industry Interaction / Collaboration	Students are exposed to field visits and interactions with practical aspect of life during the course of their education. The college has signed MoUs and collaborations with some organizations and institutions that welcome students into their work sites to inform educate and train them for life outside of their institution. The experts from these organizations are also members of college's Board of Studies and statutory bodies. They are frequently invited by the college for trainings, seminars, conferences and extension lectures. Moreover, students get the opportunity to intern with said organizations/institutions to gain necessary skills to help them prepare for their future.

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

E-governace area	Details
Examination	The office of the Controller of Examination (COE) looks after the entire system of examination. There is an inbuilt mechanism in the autonomous system to have the right check and balance in the examination system.
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 and supervises the working/activities of the committees. The college, for the benefit of the students functions as per the annual planning. SWOT and feedback mechanism.
Administration	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, notices,

	information etc. are circulated to all the staff, teaching and others. Managerial information is circulated, received and sent with the help of latest information technology. Website and email are 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
Student Admission and Support	The college has a transparent online admission for all 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 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

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
2019	Dr. Madhubala Sharma, Dr. Sulekha Mishra	Global Summit of Women Entrepreneurship	MAWE	16000
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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)
2020	Orientation programme for newly appointed Assistant Professor	Orientation Programme for Office Staff	20/01/2020	21/01/2020	3	1
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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
Faculty Development Programme by Govt. Mankunwar Bai Arts Commerce Autonomous College for Women	38	20/01/2020	30/01/2020	10
		[View File](#)		

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

| 3 | 3 | 1 | 1 |

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
67	18	3177

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, World Bank, 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, expanses etc. Apart form 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

162000

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,	Yes	Principal

	Jabalpur		

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

First Meeting :- 06/12/2019 Second Meeting :- 07/03/2019 and Books Distribution

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

Faculty Development Program attended by 10 support staff from 20 January 2020 to 30 January 2020

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

Cleanliness drive, Educational tour, Language Proficiency, Antidrug Rally, Visit to Old Age Home, Visit to Orphan House

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
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
How to prevent from cyber crime	31/01/2020	31/01/2020	135	Nill
How to develop leadership quality	03/08/2019	03/08/2019	100	Nill
Save the Girl Child	31/01/2020	31/01/2020	135	Nill
Beti Bachao Beti Padao Awareness Rally	24/01/2020	24/01/2020	43	Nill

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	28
Provision for lift	Yes	28
Ramp/Rails	Yes	28
Braille Software/facilities	Yes	28
Rest Rooms	Yes	28
Scribes for examination	Yes	28
Special skill development for differently abled students	Yes	28
Any other similar facility	Yes	28

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	16/02/2020	1	Nasha Mukty Rally	Alcoholism	75
2019	1	1	18/02/2020	1	Clean India Green India	Cleanliness	90
2019	1	1	14/09/2019	1	Visit to Old Age Home	Social Work	10
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Vivran Patrika	01/06/2019	• 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 co-curricular

activities organized and approved by the college. • All students shall maintain peace 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 teaching faculty in use of difficulty and 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 newspapers 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, guide 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 writing 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 personally and off 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 !!!			
[View File](#)			

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 for environment conservation. 4. Plantation. 5. Nature Club.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Health and Well Being "Communities and countries and ultimately the world are only as strong as the health of their women." Believing in the phrase Govt. Mankunwar Bai College considers health as a state of complete physical, mental, social and spiritual well-being of its girl-students. Therefore, achieving a good standard in the area of health and wellbeing of women of the society is reflected as one of the fundamental concerns and best practices of the college. By practicing it, the college aims to help the students reach their personal and academic potential in the best possible way, understanding the benefits of keeping their body and soul together. Moreover, females biologically being nurturer must be looked after well and hence be given ample opportunities to grow healthy. In order to translate this idea into the campus reality the college provides safe and secure environment to the students where they can flourish in a congenial atmosphere without facing any mental stress relating to ragging, discrimination or sexual harassment. Uniform code is followed that prevents students from any kind of social snobbery through certain dress styles which may lead to mental pressure. The college plans multiple programmes for the students and teachers alike for the benefit of their mental and physical wellbeing.. Accordingly, programmes are organized on regular basis to make them understand the value of, sound mind, good health and clean environment. The available facility of clean drinking water and washrooms add to the health of the students. Every student is covered under health insurance. The greenery of the college and properly ventilated classrooms make the environment healthy and pleasant. Health Club,NCC, NSS Red Cross regularly arrange for the programmes directly targeting the health and wellbeing of the students. The involvement of the students in cleanliness drives within the campus and outside instills in

them the relative value of good health and clean environment. The department of Home Science organizes health Check Up Camps and also spreads awareness on the value of nutritional diet. In addition to these activities, the Women Development Cell of the college aims to address the issues of women health and wellbeing for the holistic development of the students. The cell organized a safety audit to ensure the status of women in society from the perspective of their mental health, which gets ruined in unsafe social surroundings. The cell also provides a platform for women to share their experiences and views regarding their status in society to ensure their wellbeing. Gynecologists and other physicians are also invited to interact with girl students to overcome their fears and solve their problems. Awareness programmes, Self Defense Training Programmes, and workshops are also held from time to time. Cancer awareness programmes, blood donation camps, bone density tests, calcium and BMR Check Up are done regularly. The department of Sports provides ample opportunities for the students to keep fit and healthy. The indoor and outdoor games and multipurpose gymnasium rightly provide the appropriate facilities for the students to groom and grow for personality development. Along with the classroom studies Yoga and Meditation classes/sessions are also organized from time to time by the institution. The college has signed MoU with the internationally recognized institute 'Heartfulness' which is involved in mental and spiritual wellbeing related activities. The college organized some programmes in collaboration with this institute and also with Art of Living organization. Consequently, the students and faculty were provided opportunity to be face to face with the revered shri shri Ravi shankar. Sanitary Pad Vending machines and Incinerator are provided by the college for the students, keeping in mind the health and cleanliness observance within the campus. Counseling services relating to personal matters and academic issues are also provided through Psychology department and the IQAC of the college. This helps the students to open up to the trusted and qualified counsellor that results in improved communication and interpersonal skills, greater self-acceptance and self-esteem, adaptability, better expression and management of emotions.. During corona pandemic also these counselors were involved with the students of entire Jabalpur District through an online counselling programme. In this way, college prepares and helps students to function in the college without any health barriers on their path to success. ENVIRONMENTAL CONSERVATION Environmental Conservation is the second best practice of the college. This global concern being educated in the college helps the students understand the importance of natural resources and their sustainable development it also makes them familiar with the ways through which they can take appropriate actions in their regular lives to preserve these resources. The institution puts efforts to circulate the importance of natural environment among the students so that they imbibe these ideas and use them in their lives. The compulsory paper on Environmental Awareness for the students of BA B.Com II year imparts all the required information to make the students well informed about the major environmental issues. The institute has a well-cultivated garden and enough greenery around its premises. It is taken care of by the garden/professor in-charge. Students keep the environment clean and healthy. No case of tampering with the flora of the college has been witnessed. Students are encouraged to plant trees on their birthdays. Plantation is done every year- To commemorate all important events or visit of important persons, the institution has a culture to plant trees. NCC and NSS students contribute in plantation programmes. The college follows the good practice of giving plantlets to the guests and dignitaries. The college has Solar Power Plant that generates and saves electricity. Teachers and students ensure sensible use of electricity and water.LED lights and tube lights are in use. Since the year the 2012 IQAC of the college banned the use of polythene in the campus. The college also has Rain Water Harvesting System and Manure Making Machine to ensure E-waste Management The Nature Club functions under the IQAC that regularly organizes

lectures plantation programme and awareness drives and competitions. Students and faculty members participated in Narmada Cleanliness Drive.NCC and NSS students visited and worked in nearby village Nanakheda and Bhatoli as a part of cleanliness programme. The waste water of RO is utilized to water the plants. Most of the students use bicycle Vehicles having PUC certificates are allowed to enter the campus. Paper is used on both sides for printing the documents. Proper disposal of garbage is ensured.The campus is kept clean and litter free. College takes part in cleanliness survey. Thus, Environmental education provides students with the knowledge, skills, and experiences essential to become successful community leaders pertaining to the management of their natural resources.

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

http://www.mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=NDYxNw==&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

1. 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. 2. Environmental conservation is basically the practice of humans to save the environment from collapsing. Human change ecosystem in many ways present scenario has made us aware of the changes of the environmental degradation and its harmful effect for the future generation. Each one has to do their best in this direction to protect environment, which is better place to make the society aware of this fact than an educational institution. Towards this aim our college has declared itself no polythene zone. Solar system has been installed to save electricity. The access water from coolers and R.O. is being utilized for watering of plants in the garden. Tree plantation is a part of our yearly routine lectures, discussions are also organised from time to time to create awareness amongst the students and through their help. 3. Women Empowerment :- IQAC help students in achieving self-confidence and also to become self dependent by participating in various club such as • Research Club • Life coping skill club • Literature club • Joy of Giving • Language writing skill club • E-club • Cultural club • Music Club • Nature Club • Creative Club • Book reading club • Heritage club • Creating democratic spirit club • Health club • Chattra Mitra Yojna Club • NCC • NSS Those mentioned clubs main object is that girls when they go in camp, work with the local people there and this way social work is done. Girl students teach illiterate people about health, sanitization, and cleanliness and also teach them learning skills. They teach them to be self-dependent so that they can work on their own. The students also hold adult literacy programmes. They also display films and posters to teach the illiterates. Students are also taught to earn and learn. Aids awareness programmes are also held. The Context College provides students a good campus along with the safety protocols for their overall development. As soon as the students are admitted in the college. IQAC runs an orientation program for girl students in which they are motivated to take part in various programmes conducted by the IQAC. The girl students are given detailed information about all the 15 clubs along with the NSS and NCC. After that the students are motivated to take part in any of the clubs through their choices as per their interests. Girl students are inspired through the Career Guidance Cell, Personality Development Cell and the Women Upliftment Cell to take active participation along with this self defence and how to be

self dependent is also taught through NCC and NSS committee working in the college.

Provide the weblink of the institution
http://www.mphighereducation.nic.in/InstitutePortal/Public/Notice_Details.aspx?id=NDYxOA==&InstId=NDIy

8.Future Plans of Actions for Next Academic Year

1. Awareness programme for COVID-19. 2. Online webinar on Industry, Academia, IPR, Impact of COVID-19 on Sports. 3. Preparation of Mask 4. Food Nutrition and Immunity Booster Programme 5. Online Quiz 6. Webinar on Tally, e-source and utility. 7. Beautification of campus. 8. Creative Writing. 9. Webinar on Hindi Patrachar. 10. Orientation Program for New Students. 11. Faculty Development Programme for Teaching and Non-Teaching Staff 12. Workshop on Research Methodology, Guest lecture on contemporary topics.