

### YEARLY STATUS REPORT - 2021-2022

Par	rt A
Data of the	Institution
1.Name of the Institution	GOVT. MANKUNWAR BAI ARTS AND COMMERCE AUTONOMOUS COLLEGE FOR WOMEN, JABALPUR (M.P.)
Name of the Head of the institution	Dr. Rashmi Choubey
• Designation	Principal
• Does the institution function from its own campus?	Yes
Phone No. of the Principal	07612401300
Alternate phone No.	9302780527
Mobile No. (Principal)	9302780527
• Registered e-mail ID (Principal)	hegmkbaaccjab@mp.gov.in
• Address	Napier Town, Near Shastri Bridge
• City/Town	Jabalpur
• State/UT	Madhya Pradesh
• Pin Code	482001
2.Institutional status	
<ul> <li>Autonomous Status (Provide the date of conferment of Autonomy)</li> </ul>	27/12/1990
Type of Institution	Women
• Location	Urban

5.Accreditation Details	
• if yes, whether it is uploaded in the Institutional website Web link:	https://secureservercdn.net/160.1 53.138.243/kjv.703.myftpupload.co m/wp-content/uploads/2022/04/Acad mic_Calendar_21-22.pdf
4. Was the Academic Calendar prepared for that year?	Yes
3.Website address (Web link of the AQAR (Previous Academic Year)	https://govtmankunwar.org/agar-20 20-21/
• IQAC e-mail ID	mkbiqacjbp@gmail.com
Mobile No:	9302129440
• Phone No.	07612101300
Name of the IQAC Co-ordinator/Director	Dr. Sudha Mehta
• Financial Status	UGC 2f and 12(B)

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	93.00	2004	16/02/2004	15/02/2011
Cycle 2	A	3.10	2014	10/12/2014	09/12/2019
Cycle 3	B+	2.62	2022	26/04/2022	25/04/2027

#### 6.Date of Establishment of IQAC 25/03/2004

## 7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Depart ment/Faculty/Sch ool	Scheme	Funding Agency	Year of Award with Duration	Amount
Institution	MPHEQIP	World Bank	01/04/2021	1,266,003

#### 8. Provide details regarding the composition of the IQAC:

<ul> <li>Upload the latest notification regarding the composition of the IQAC by the HEI</li> </ul>	View File	

10

Yes

9.No. of IQAC meetings held during the year

compliance to the decisions taken

• Were the minutes of IQAC meeting(s) and

uploaded on the institutional website?	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No
• If yes, mention the amount	
11.Significant contributions made by IQAC dur	ing the current year (maximum five bullets)
NAAC Visit - 19,20,21 April 2022	
Faculty Development Programme - 13	.12.22 - 19.12.22
Operation Ojaswani - 04.01.22	
Induction Programme - 15.09.21 - 2	5.09.21
Bhartiya Bhasha Diwas - 11-12-2022	
12.Plan of action chalked out by IQAC at the been enhancement and the outcome achieved by the	
Plan of Action	Achievements/Outcomes
Plan to prepare and submit SSR for Cycle 3 of the Institution	Submitted on 02-10-21 and Got the Grade B+
13. Was the AQAR placed before the statutory body?	Nil
Name of the statutory body	
Name of the statutory body	Date of meeting(s)
Academic Council	15/05/2023

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#### **AISHE?**

Year

Year	Date of Submission
2021-22	15/02/2022

#### 15. Multidisciplinary / interdisciplinary

The vision & mission of the institution transforms into a holistic multidisciplinary education. There is a broad based multidisciplinary holistic education at the undergraduate level for integrated rigorous exposure to Commerce and Humanities having flexible curriculum. Student's curriculum structure, creative combination of study, integration of vocational, educational and multiple exit/entry points. A holistic and multidisciplinary education will help develop multifaceted individuals who possess critical 21st century capacities in different fields. The programe of the college are desigend in such way that it integrate humanities and commerce. From the Academic year 2021-22 NEP has been introduced in the Institution which offers choice based credit system (CBCS). In order to promote multidisciplinary/interdisciplinary approach the students at the entry level are briefed and are counselled as per their interest.

#### **16.Academic bank of credits (ABC):**

From this academic year the institution has inducted NEP, in which the undergraduate degree of either 3 or 4 years duration with multiple exit options, within this period with appropriate certification—a certificate after completing one year in a discipline or field or a diploma after 2 years of study or a Bachelor Degree after a 3 years programme. The 4 Years multidisciplinary bachelor programme shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minor as per the choices of the student. An Academic Bank of Credit (ABC) has been established which digitally stores academic credit earned so that the degree can be awarded taking into account credits earned. The syllabus and the papers of every subjects for NEP will be based on credits system. The major subjects will carry higher credit as compared to the minor ones.

#### 17.Skill development:

Instead of the traditional content, heavy and rote learning approach the new policy emphasises on a more holistic view, it calls for a creative and multidisciplinary curriculum that includes Humanities, Sports and fitness, Languages, Culture and Arts. It includes Soft Skills such as Communication, Cooperation, Team Work and Resilience as Life Skills. This altered approach is designed to help students develop academic expertise with vital leadership skills that can help them in their career paths. To strengthen the soft skill and vocational education the Institution has Swami Vivekanand career quidance scheme in which varities of courses are run. Soft skill are also imparted to the students through foundation course both in English Language and Hindi Language which are made compulsory to the students in UG level. In fact, all the programmes offered are largely integrated to the main stream education. The instituiton also provides value-based education to inculcate positivity amongst the learners that includes - satya, dharma, peace, love, nonviolence etc.

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

The education system focuses on rootedness and pride in India and its rich diverse ancient, modern culture, knowledge system and tradition. The promotion of Indian languages, Arts and Culture is one defining feature which builds a positive cultural identity and self-esteem. The strategy adopted by the institution to integrate Indian knowledge system into the curriculum is done mostly through foundation courses (F.C.) and literature. Most of the leadership in the classes are done through the medium of Hindi and English. Text books are also made available through library either in English or Hindi Medium.

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

The New Education Policy has been taken from this session enable students to study one or more specialized areas of interest at deeper level and also develop character, ethical and constitutional values, intellectual curiosity, intellectual creativity, scientific temper, creativity, spirit of service, respect for public property, liberty, responsibility, pluralism, equality and justice.

#### 20.Distance education/online education:

The New Education Policy focuses on Distance education/online education. The institution motivates the students to regularly visit SWAYAM Portal to develop skills in themselves through online platform is in the pipeline.

Extended Profile		
1.Programme		
1.1		22
Number of programmes offered during the year:		
File Description	Documents	
Institutional Data in Prescribed Format		View File
2.Student		
2.1		3763
Total number of students during the year:		
File Description	Documents	
Institutional data in Prescribed format		<u>View File</u>
2.2		1240
Number of outgoing / final year students during the	e year:	
File Description	Documents	
Institutional Data in Prescribed Format		View File
2.3		3655
Number of students who appeared for the examinations conducted by the institution during the year:		
File Description	Documents	
Institutional Data in Prescribed Format		View File
3.Academic		
3.1		126
Number of courses in all programmes during the year	ear:	
File Description	Documents	
Institutional Data in Prescribed Format		View File

77

3.2		77
Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format  View File		<u>View File</u>

Number of sanct	ioned nosts	for the ve	ear.
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3.3

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4.Institution	
4.1	933
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	51
Total number of Classrooms and Seminar halls	
4.3	76
Total number of computers on campus for academic purposes	
4.4	227.57
Total expenditure, excluding salary, during the year (INR in Lakhs):	

#### Part B

#### **CURRICULAR ASPECTS**

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum design aims at holistic education by having scope for critical and evaluative thinking, use of ICT and effectivecommunication. The compulsory papers of Hindi & English language, Computer Awareness, Environmental and Entrepreneurship Development teach global concerns. Literature in 04 subjects help the students in getting familiar with their culture and changes through the ages. Industry visit, excursion, project work and internship help in gaining ground in the pragmatic side of the

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subject. PG Diploma programmes in Public Administration as well as in Clinical Counseling offer employability. Extension activities groom the personality of the students and prepare them to face the challenges of the world as responsible citizens. Critical thinking, is developed specifically with that help of language and literature, essay writing, speech, recitation, dramatics etc. Effective Communication - The Department of English runs 'Lets Learn English' classes. Social Interaction - ensured through cultural activities, NCC, NSS, Red Cross and Sports. Effective Citizenship - Through activities like mock parliament, rallies, participation in campaigns and drives. Ethics - various subjects teach the value system, correct behaviour, respect, integrity and honesty. Environment and sustainability - At UG level all students are offered Environmental Studies.

File Description	Documents
Upload additional information, if any	<u>View File</u>
Link for additional information	Nil

#### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

22

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<u>View File</u>
Details of syllabus revision during the year	<u>View File</u>
Any additional information	No File Uploaded

## 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

File Description	Documents
Curriculum / Syllabus of such courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<u>View File</u>
MoUs with relevant organizations for these courses, if any	<u>View File</u>
Any additional information	No File Uploaded

#### 1.2 - Academic Flexibility

#### 1.2.1 - Number of new courses introduced across all programmes offered during the year

126

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<u>View File</u>
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<u>View File</u>

## 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

22

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<u>View File</u>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<u>View File</u>

#### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curricula integrates the following cross cutting issues Gender: literature in Hindi, Sanskrit, Urdu, English, and subjects

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likeSociology, Political Science and History appropriately address the related issues. Extra-curricular activities such as slogan writing, poster making, skit, debate, speech, creative writing sensitize students towards this crucial facet. Environment & Sustainability: It is taught through a compulsory paper at Graduation level Subjects such as Economics, Geography and Sociology taught at UG & PG level also include concerns towards environment in the syllabi. Through extra- curricular activities- student's participation is ensured in various competitions having Environment & Sustainable Development as the main focused theme. Human Values : Through various topics compulsorily taught at graduation level The value of national integration, honour and dignity, discipline, honesty and responsibility are an inherent part of the syllabi. Through orientation and induction programmes Through Extracurricular activities Professional Ethics: The students' code of conduct guidelines have been formulated and displayed in order to regulate their behavior in and outside the campus. Students are also trained to learn the value of time management, soft skills and personality development through several programmes, which are held on regular basis to instill professional ethics in them.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

## 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

2

File Description	Documents
List of value-added courses	<u>View File</u>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

#### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

File Description	Documents
List of students enrolled	<u>View File</u>
Any additional information	No File Uploaded

#### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

#### 1155

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<u>View File</u>
Any additional information	No File Uploaded

#### 1.4 - Feedback System

## 1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://govtmankunwar.org/wp-content/uploads /2023/05/Stakeholders-Feedback- Form_signed_21-22.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<u>View File</u>
Any additional information	No File Uploaded

## **1.4.2 - The feedback system of the Institution comprises the following**

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://govtmankunwar.org/wp-content/uploads /2023/05/Stakeholders-Feedback- Form_signed_21-22.pdf
Any additional information	No File Uploaded

#### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

#### 2.1.1.1 - Number of students admitted (year-wise) during the year

3763

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

00

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

#### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Slow learners and advanced learners are identified during classroom teaching through surprise test and by marks obtained from the previous academic year and also by CCE and Quarterly & Half Yearly exams. They are selected during the teaching sessions. They share their difficulties regarding teaching & learning and study material with their parent -guardian who in turn help the students in consultation with respective faculty. Advanced learners are motivated to attain their goals by way ofcoaching for various

entrance exams. The faculty provides special guidance as and when required. They are encouraged to participate in co-curricular/extracurricular activities such as debate, extempore, essay writing etc.

Achievers are given gold medals and scholarship by the college acknowledging their skill and intelligence.Leadership opportunities are provided to them during various institutional activities. Remedial classes and tutorial are held as and when required. Students who outshine in various fields are recognized by way of gold medals and certificates. The college also appoints counsellor/mentors for the students. Student mentor system called "TeacherGuardian Scheme" is practiced in college. Guardian Teacher/Mentor encourage the slow learners to express their areas of difficulty to help them in those areas with the help of respective teachers.

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

#### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
25/11/2021	3763	77

File Description	Documents
Upload any additional information	<u>View File</u>

#### 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

To make students self reliant and employable, the college has adopted learner centric methods.

To achieve this objective the institution adopts the following methods:

Projects/Assignments: Students are given projects and assignment to enhance their cognitive skills. Fields Surveyis done to enhance

experiantial learning. Surprise Tests, Quizzes develope memory and improve alertness in them.

Students are required to do various other activities as a part of CCE or a part of project at III year at UG level and IV semester in PG level. As a result, during the whole process the students make efforts to access and explore various learning sources. They discuss these learning experiences with their mentor to improve understanding faculty. Other academic activities include various options of testing the knowledge level, alertness and involvement such as surprise test, quizzes, preparation of questions, class tests, group discussion, report writing to develop memory, reflexes improves alertness develops comprehension skills etc.

Activities organized by departments, personality development committee, Vivekanand cell, IQAC etc. are not only student centric but also helpful in their holistic development. They are motivated by the faculty to organize or participatenot only in cultural and literary activities but also inextension activities fromNCC, NSS, Sports etc.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional Information	Nil

#### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT enabled teaching is being practiced in college. Smartphones, Tablets and Laptops are frequently used by the faculty helping the students with the latest information, innovation in their respective fields. Smart classes and ICT based remedial teaching facility is also provided. A language lab is made available for the students. Students are encouraged and guided to use e-resources like DELNET& N-LIST. The college has a Wi-Fi zone in the campus enabling and strengthening the ICT facility provided by the college. Teachers are motivated to prepare e-material. Access to computers and internet, computer aided software are available for the faculty. Students and faculty both are encouraged to make use of e-materials which makes the students more actively involved in learning, they also gather wide range of information in relation to their field of subject. PPTs are prepared by the faculty which make teaching learning more interesting and interactive. Students are motivated to give presentations with the help of computers and smartphones. This makes

them familiar with the latest technology which is of utmost importance for the students in the present scenario. Faculty Development Programmes are organised from time and again in the institution and students/professors are encouraged to upgrade their knowledge.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

#### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

77

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<u>View File</u>
Circulars with regard to assigning mentors to mentees	No File Uploaded

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Academic Time Table of the college is prepared right at the beginning of an academic year. It helps in ensuring that the curriculum is completed in time. Faculty also prepares a Comprehensive Teaching Planner for the entire academic year well in advance. Teaching and co-curricular activities, cultural programmes are important part and are in adherence to the Academic Calendar. Results are also declared in time. HODs keep a check on teaching learning process of each teacher. Daily dairies are verified by Heads and Principal regularly. The classroom teaching is also monitored by the Principal.

The Department of Sports also prepares a detailed Sports Calendar according to which sports activities and Annual Sports Day are organized.

CCEis also carried out timely, as specified in the Academic

Calendar. NCC activity planner comes from Directorate Bhopal and activities are carried out in accordance to the planner. NSS has its calendar which helps in planning yearly activities that include camp, tree plantation etc.Co-curriculum, Cultural, Youth Festival, Social Gathering are also specified in the academic calendar. The calendar also specifies the holidays and hence teaching plan. Personality Development Cell also follow detailed guidelines regarding programmes and activities accordingly. There is a calender for Vivekanand Career Council also.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<u>View File</u>

#### 2.4 - Teacher Profile and Quality

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

77

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<u>View File</u>
List of the faculty members authenticated by the Head of HEI	<u>View File</u>
Any additional information	No File Uploaded

## 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

70

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<u>View File</u>
Any additional information	No File Uploaded

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<u>View File</u>
Any additional information	No File Uploaded

#### 2.5 - Evaluation Process and Reforms

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

58

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<u>View File</u>
Any additional information	No File Uploaded

## 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

13

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<u>View File</u>
Upload any additional information	No File Uploaded

## 2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Once in a year the BoS in each department has following functions to perform: Appoints examination committee for its respective subject. The committee prepares panel of examiners for each paper of UG and PG. In Annual pattern of examination at UG level two internal assessments are conducted. The weightage of internal assessment (in NEP) is now 30% and weightage for year end exam is 70%. Coding and Decoding is done to the answer sheets by the team of professors.

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Once the result is ready it is declared in the presence of a Result Committee comprising three outside members and finally displayed on the website.

Time Table for CCE, Main Exam, ATKT Exam and various results are published on the college website. In this way 90% of the Examination System is computerised. Pandemic has made it imperative for the college to make the whole examination procedure 100% computerized and visible on the website. To make the procedure of Examination System convenient and feasible, whatsapp groups formed for teaching are used for the purpose of information dissemination. The examination fees is paid by the students through SBI Collect App. The Tabulation Record (TR) is also prepared computerised and is preserved digitally.

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

#### 2.6 - Student Performance and Learning Outcomes

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

The learning outcomes are clearly stated for all academic programmes and courses of the college. These outcomes reflect the vision and mission of the college. They are framed in keeping in view the attributes which enable the students to - Effective communication and meaningful interaction. Adopting ethical values, Extending social co-operation, Critical thinking, analysing and problem solving. Working effectively and fruitfully in team. Developing research and scientific attitude. These are displayed on the website. These are communicated to the students through various mechanisms. The Programme Outcomes are communicated to the students during admission process through counselling by faculty. After the admission is done, Orientation Programme is conducted forthe students. Course Outcome at UG level offer combination of Arts and Humanities subjects which are supplemented with language courses related to moral and ethical values etc. The course outcomes at PG level inculcates a deeper insight in a particular subject and opens them to specific scientific and research avenue. The aim is the overall understanding of the students ought to reflect the following - Proficiency in subject matter. Effective communication, selfconfidence. Critical thinking. Social responsibility. Ethics and

Moral values, Environmental Awareness, Scientific temper, attitude, Analytical and critical abilities and complete development of personality.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<u>View File</u>
Upload any additional information	No File Uploaded
Link for additional Information	Nil

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Programmes outcome, programme specific outcome and course outcomes are annually discussed in the meetings of Board of Studies of different subjects of various departments and appropriate measures are taken. Board of studies is constituted of the internal faculty and external members who are from parent university and from social, industrial field and alumna of the department. The UG courese syllabus is framed by the Central Board of Studies by incorporating suggestions and proposals of the expert guest members. PO's, PSO's and CO's are then presented at Academic Council and are evaluated critically. All the issues related to various aspects of course outcomes, programme specific outcomes are discussed in detail by the external/expert members. Suggestions for improvement and introduction of new programmes are thorougly discussed and suggestions, if any are invited for improvement. Controller of Exam presents analysis of results of different classes and courses along with category wise analysis of the outcomes. This is also taken into account not only for the improvement in the quality of teaching but most importantly also for the improvement of syllabus.

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

#### 2.6.3 - Pass Percentage of students

### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

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#### 1240

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<u>View File</u>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

#### 2.7 - Student Satisfaction Survey

## 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://assessmentonline.naac.gov.in/storage/app/hei/SSR/105447/2.7. 1 1632908158 5999.xlsx

#### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college has a research committee that analyses and recommends development measures in order to create a better reserch environment in the campus. The colleg has its research promotion guidelines and reserch policy approved by the Academic Council which is uploaded on the website of the college. The research committee is constituted at the college level by the Principal that comprises four faculty members and Post graduate students who are actively involved in framing and implementting various research activities for the benefit of the teachers and students. The recommendations made by the research committee have been fruitful in the following way:

- Teachers are sanctioned leave to take part in seminars conferences, workshops and to complete PhD Degree.
- The college, gives nominal funds for organizing workshops and guest lecturers with the help of Janbhagidari Samiti.
- The college successfully publishes multidisciplinary, annual research journal Anveeksha with ISSN number 0976-674X.
- The college magazine Manasi facilitates students' creative ideas published Separate library and reading room for research scholars.

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- The 30% of research scholars pursuing Ph.D are students of the college.
- The IQAC and the Staff Club recognizes and honours the faculty for their contribution in research area.
- Establishment of Network Resource Centre.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<u>View File</u>
Provide URL of policy document on promotion of research uploaded on the website	https://secureservercdn.net/160.153.137.99/k jv.703.myftpupload.com/wp- content/uploads/2021/08/Research-Policy.pdf
Any additional information	No File Uploaded

#### 3.1.2 - The institution provides seed money to its teachers for research

## 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<u>View File</u>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<u>View File</u>
List of teachers receiving grant and details of grant received	<u>View File</u>
Any additional information	No File Uploaded

## 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

File Description	Documents
e-copies of the award letters of the teachers	<u>View File</u>
List of teachers and details of their international fellowship(s)	<u>View File</u>
Any additional information	No File Uploaded

#### 3.2 - Resource Mobilization for Research

## 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

350000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<u>View File</u>
List of projects and grant details	<u>View File</u>
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://govtmankunwar.org/wp-content/uploads /2023/05/3.2.2_Research_Project_21-22.pdf
List of research projects during the year	<u>View File</u>

#### 3.2.3 - Number of teachers recognised as research guides

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<u>View File</u>
Institutional data in Prescribed format	<u>View File</u>

## 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	<u>View File</u>
Paste link to funding agencies' website	https://govtmankunwar.org/wp-content/uploads /2023/05/3.2.4 Research Project 21-22.pdf
Any additional information	No File Uploaded

#### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The college practices the culture of bringing innovation for creating an ecosystem for transfer of knowledge. The college promotes the culture of industry academia interface by hosting a number of workshops, training programs, lectures, discourses and surveys. Students' present research papers in such activities that develops their research apptitude. It also introduces a research culture to them. Eminent persons such as academicians, entrepreneurs, doctors, motivators are invited for transfer of knowledge on the widespread issues so that the students are up- to date which helps them to develop a keen competitive edge. The college provides internship/project opportunity to the students of Undergraduate program and semester IV Postgraduate students to develop research and innovation aptitude in them. Planning for improvement in strategies and collection of appropriate data maintained by the Research Cell. To understand socio-economic aspects of community various lectures and hands-on activities based on entrepreneurship development are organised by Vivekanand Cell. Vivekanand Career Guidance Cell prepares the students through organizing number of training programmes for self employment. The

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cell also provides the students chances to sell their handmade products by organizing trade fair within campus time to time.

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

## 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

3

File Description	Documents
Report of the events	<u>View File</u>
List of workshops/seminars conducted during the year	<u>View File</u>
Any additional information	No File Uploaded

#### 3.4 - Research Publications and Awards

<b>3.4.1</b> - The Institution ensures implementation
of its Code of Ethics for Research uploaded in
the website through the following: Research
<b>Advisory Committee Ethics Committee</b>
<b>Inclusion of Research Ethics in the research</b>
methodology course work Plagiarism check
through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<u>View File</u>
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

66

File Description	Documents
URL to the research page on HEI website	https://govtmankunwar.org/wp-content/uploads /2023/05/3.4.2_21-22_research- scholar025_organized.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<u>View File</u>
Any additional information	No File Uploaded

## ${\bf 3.4.3}$ - Number of research papers per teacher in CARE Journals notified on UGC website during the year

6

File Description	Documents
List of research papers by title, author, department, and year of publication	<u>View File</u>
Any additional information	<u>View File</u>

## 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

5

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://govtmankunwar.org/wp-content/uploads /2023/05/3.4.4 21-22 add info final organize d.pdf

## 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

## 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

#### 3.5 - Consultancy

## 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<u>View File</u>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

## 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<u>View File</u>
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

#### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Social concern and commitment to improve the society is an integral part of the vision and mission of the College. Therefore, importance of social outreach programs for holistic development are well infused with learning activities. The College has a very impressive record of extension activities which are aimed towards holistic development of the students. The College conducts neighborhood community activities through 02 companies of NCC and 02 units of NSS and Red Cross, Women Development Cell and various departments organize various interaction programs with students on important social issues. The students enrich themselves by having a constructive exposure to the community. As most of the students are from rural background they are fully aware and compassionate about the problems relating to the rural poverty and ignorance in all respects. Teachers also share a lot of space with the students, therefore, the class room is one such place where their problems are heard and understood. This helps the teachers to focus on the real life problems that need to be addressed. Issues of women empowerment, gender equity, health and nutrition, environmental conservation, career & entrepreneurship guidance and interaction with community for the creation of awareness based programs are covered.

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

## 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

2

File Description	Documents
Number of awards for extension activities in during the year	<u>View File</u>
e-copy of the award letters	<u>View File</u>
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

65

File Description	Documents
Reports of the events organized	<u>View File</u>
Any additional information	<u>View File</u>

#### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

#### 2974

File Description	Documents
Reports of the events	<u>View File</u>
Any additional information	No File Uploaded

#### 3.7 - Collaboration

## 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

File Description	Documents
Copies of documents highlighting collaboration	<u>View File</u>
Any additional information	No File Uploaded

## 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<u>View File</u>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<u>View File</u>
Any additional information	No File Uploaded

#### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities

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

The institution has 51 class rooms to accommodate around 3763 students. The academic time table of the college is set in such a way that the faculty of Commerce and Arts meet the accommodation of PG and UG classes. The total area of the main library is 424.76 Sq. Mts, which has the total seating capacity of 80 scholars at a time. There are four news-paper reading-stands are available at the longue area of library to access newspapers and magazines. the students can access e-books from the online site like DELNET and N-LIST. WIFI facility is made available in the library. For research scholars a separate space is provided with the facilities as: Students' Reading Room, Teachers' Reading Hall and E-Library Cell with photocopiers, printers, computer with adequate internet speed etc. There are 05 laboratories in the college. Commerce faculty has two computer labs each equipped with LCD Projector, Photocopier, 15 computers with Internet facility. Geography, Psychology, and Home Science Department also has well equipped lab for practical work. The college also has two Smart Rooms having a seating capacity of 40

students each, Institute has two Seminar/Conference Halls with ICT enabled facility.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	Nil

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

To meet these challenges the college has ample indoor and outdoor sports and games facilities in the campus for students seeking quality education. It has an auditorium with two green rooms. It has an accommodation for more than 1000 students. For indoor games it has adequate facilities for playing chess, table tennis, carrom etc. For outdoor games, it has one play-ground at its back-yard. It is utilized for playing cricket, Kho-Kho, Kabaddi, Volley-ball, Judo-Karate and athletics game etc. For playing badminton, the college provides portable net poles, shuttle-cock etc. Besides, the institution has well equipped gymnasium which has modern instruments like- Twister, Aerobic, Steppers, Dumbbell-sets of varying weights, Jim Balls, Multi-functional Jogger, etc. Open Air Gymnasium is in the pipeline. Sports room of the institution is equipped with relaxing machine, two treadmills and one weighing machine etc. One part-time Yoga Teacher is appointed on the contractual bases to help sports officer for yoga related activities. The Institution organizes various cultural activities under youth festival and annual function program, apart from this college also organizes various other cultural activities under the guidelines of Higher Education Department of M.P.

File Description	Documents
Geotagged pictures	<u>View File</u>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

#### 4.285

File Description	Documents
Upload audited utilization statements	<u>View File</u>
Details of Expenditure, excluding salary, during the years	<u>View File</u>
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

The Main Library was automated in the year 2004 with the ILMS software - SOUL. Functions of library are being managed through SOUL software: Acquisition, Cataloguing, Circulation control, Serial Control, Administration, OPAC, Logout and Quest etc. To obtain remote access of the e-resources, students can avail the facilities of DELNET & N-LIST. They can enjoy a remote access to e-resources, eShodhganga and e-Pathshala. In addition to the Main Library, the institution has fifteen Departmental Libraries for P.G. Students. The main library is enriched with 50,085 text books whereas total 13,582 books are made available for PG students and research scholars in the Departmental Libraries. The library has 08 computers with internet facility. BRAIL books and cassettes/CD's are available to support blind students. It has a reading room for more than 80 students. Newspapers and periodical magazines, Newspaper-readingstands are installed in the corridor for students. Manual Login Registers are kept at entrance gate where students put signature before accessing library. The library facilitates Xerox copier machine for students to the important notes they sought to copy. There is separate section in the library where the students can access the old question papers of every subjects taught in the

#### college.

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

#### 4.2.2 - Institution has access to the following: ejournals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e- journals, e-books, e- ShodhSindhu, Shodhganga membership	<u>View File</u>
Upload any additional information	No File Uploaded

## 4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

7,03,692

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	<u>View File</u>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

#### 4.2.4.1 - Number of teachers and students using the library per day during the year

File Description	Documents
Upload details of library usage by teachers and students	<u>View File</u>
Any additional information	No File Uploaded

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The College follows the IT Policy laid down by the Dept of Higher Education, Government M.P. It is implemented in the college to maintain, secure, and ensure appropriate use of Information technology and its infrastructure on the campus. It protects the Confidentiality, Integrity, and Availability of the information assets. The Wi-Fi facility is available in the College. Examination Cell, Autonomous Cell, IQAC, RUSA Cell, World Bank Cell, Student Section are well equipped with IT Facilities. Language Lab is equipped with Wordsworth Software. The office has MPSWAN software to give an impetus to e-governance. Accounts of the College are maintained with the help of IFMIS software. IT Cell which facilitates online admission process. The website of the college is maintained by the IT Cell. Emails are used for communication with the government offices and stakeholders. Salary Slips, GPF Slips are accessed online by the faculty. Technicians are called as and when required. When equipment and devices are under warranty their maintenance and repair is ensured by the supplier. All the computers are protected with password and Anti-Virus Software.

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

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3763	90

File Description	Documents
Upload any additional information	No File Uploaded

## 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<u>View File</u>
Upload any additional information	No File Uploaded

# 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

#### 223.29

File Description	Documents
Audited statements of accounts	<u>View File</u>
Upload any additional information	No File Uploaded

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

The Institution has well established systems and procedures for maintaining and utilizing physical, academic and support facilities—laboratory, library, sports complex, computers and classrooms. For this, Staff Council Committee is constituted at the

beginning of each Academic Year for the smooth functioning of the institution, the maintenance of infrastructure facilities, and equipment. These committees, along with others sub-committee, constituted by the Head of the Institution, Principal, include: 1.Building and Maintenance Committee 2.Purchase Committee 3.College Development and Planning Council 4. Library Advisory Committee 5. Garden Committee 6. Parking Stand Committee. The committee ensures necessary arrangements for adding new academic infrastructure as per the needs of the Departments/College. Purchase Committee scrutinizes and approves proposals for addition of new equipment and instruments. The college has the laboratory maintenance fund. Items under warranty period are maintained by the supplier/ manufacturer. College is committed to provide students a clean and green, environment. Classrooms fixtures are periodically taken care of. Need based budget provision is made for updating and maintenance of computer. Maintenance of sports infrastructure is done by the government and government undertaking organizations like PWD, Housing Board, and Rural Engineering Services etc by inviting estimates of work and making payment. Minor repairing work is carried out by college supporting staff.

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

#### STUDENT SUPPORT AND PROGRESSION

#### **5.1 - Student Support**

## 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2908

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<u>View File</u>
Upload any additional information	<u>View File</u>

## 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

41

File Description	Documents
Upload any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

#### 5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://govtmankunwar.org/wp-content/uploads /2023/05/5.1.3 21-22 Add Info.pdf
Details of capability development and schemes	<u>View File</u>
Any additional information	<u>View File</u>

## 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1094

File Description	Documents
Any additional information	<u>View File</u>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of

A. All of the above

## online/offline students' grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti- ragging committee	<u>View File</u>
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>
Upload any additional information	No File Uploaded

#### 5.2 - Student Progression

#### 5.2.1 - Number of outgoing students who got placement during the year

5

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	<u>View File</u>

#### 5.2.2 - Number of outgoing students progressing to higher education

264

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	<u>View File</u>
Any additional information	No File Uploaded

## 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

## 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government

#### examinations) during the year

2

File Description	Documents
Upload supporting data for students/alumni	<u>View File</u>
Any additional information	No File Uploaded

#### **5.3 - Student Participation and Activities**

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

10

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

IQAC has of two students who meet and give suggestions from students perspective.

Two units of NCC also has representation of students in structured advisory committee. The Council of the Students participate in college programs and act as a bridge in the college.

NSS too has representation of students in its Advisory Committee. Their decisions brings awareness in the society like: Gender Sensidization, Environment Issues and Cleanliness Drive.

Association the Board of Studies of each department has representation of the alumni who give suggestions regarding update / provision of syllabi. Student Council has been formed in every department of the college.

Sports department of the college ensures the representation of

students in it's annual planning and according to sports calendar of the college is prepared.

Vivekanand Career Counselling Cell forms student brigade who has representation in every activities of the cell. They are given leadership roles during the. organization of Career Fair, Placement Drives, Training Programs, and other Job oriented activities.

Apart from this, the representation of the student is also there in the Women Development Cell etc.

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

#### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

53

File Description	Documents
Report of the event	<u>View File</u>
List of sports and cultural events / competitions organised per year	<u>View File</u>
Upload any additional information	No File Uploaded

#### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

According to the recommendation and guideline issued by the UGC State governments "Alumni Association" was formed in the institution in the year 2012-13. Members of the Alumni Executive Committee were unanimously nominated Dr. Archana Chaturvedi (President), Dr. Meera Kale (Vice - President), Dr. Mamta Sahu( Secretary) were appointed. The registration number of the Alumni Association is JJ 6428.

The registration is renewed every year. The association meets once in a year to discuss the ways and means to improve the academic environment of the college.in addition to this, other quality

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improvement of the institution are also done from time and again.

In the session 2021-22, the meeting of the committee was called on 12/11/2021, in which unanimously decided that Rs. one lakh would be given by the association for the preparation of NAAC inspection of the college. Apart from this, 50 potted plants will also donated to the institution. LCD projector will also be given to IQAC. Apart from this green net will also given by the Committee to protect the plants from sunlight.

The Committe organized career guidance workshop in January 2021, in which alumni student Abhiruchi Mishra updated career information in Event Management, Mobile game program.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	Nil

## 5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	<u>View File</u>

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Vision Empowerment of women through knowledge for Socio-Economic change and sustainable development. Mission To impart knowledge to women in order to strengthen their status in the society. To enhance 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 provide an environment that would help them understand the true essence of patriotism. To make them self sufficient so that they can work for the development of society and world at large. .

The statutory bodies include:

- 1. The Academic Council
- 2. The Finance Committee
- 3. The Board of Studies
- 4. The Janbhagidari Committee All of these committees fuction in accordance with the provisions in the statutes. Apart from the above, there are non statutory committees as well:
- 1. Planning/ Standing Committee
- 2. Internal Quality Assurance Cell (IQAC)
- 3. Grievance Redressal Cell
- 4. Swami Vivekananda Career Counseling Cell.
- 5. Anti- Ragging Cell
- 6. The Advisory Committee.

The Principal, the Head of the Institution conducts the various meetings of the statutory and non-statutory bodies in the college and ensures involvement of teaching faculty and students in the developmental activities of the college.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The principal being the head of the institution provides academic and administrative leadership to the college. She works in coordination with the various statutory bodies and non-statutory bodies.

The Principal is the full time officer of the college to provide required direction and leadership in the conduct of the college. She is the Chairman of the Academic Council, Planning Committee, Finance Committee and the Internal Quality Assurance Cell (IQAC).

A democratic environment is facilitated in the college under the leadership of the Principal, assisted by heads of various departments. The Principal monitors and ensures qualitative developmental activities in the college. The functioning of IQAC results in the positive outcomes such as:

- 1. Preparation of AISHE Reports
- 2. Preparation and submission of NAAC, SSR and AQARs to concerned authorities.
- 3. Making Ragging Free Campus
- 4. Functioning of Grievance Redressal Cell.
- 5. Feedback Analysis of all the Stakeholders.
- 6. Induction/Orientations Programmes for Freshers in UG and PG students.
- 7. Research Cell for promoting research work.
- 8. Women Cell for conducting programmes on Women Empowerment.
- 9. Alumni Engagement.
- 10. Adoption of Village by NCC and NSS cadets through the college.
- 11. Cleanliness Drive making campus Pollution and Plastic free.
- 12. Tree Plantation Drive.
- 13. Democratic spirited campus promotion.
- 14. Compliance to UGC quality mandates.

File Description	Documents
Upload strategic plan and deployment documents on the website	<u>View File</u>
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

#### 6.2 - Strategy Development and Deployment

#### 6.2.1 - The institutional Strategic/Perspective plan has been clearly articulated and implemented

The organizational structure facilitates participatory plan for development in the institution.

#### 1. Teaching and learning

The College promotes global competency through the inclusion of new papers on Computer Awareness, Environmental Awareness and Entrepreneurship Development. Proposals of the job oriented new programmes have been sent to the government for approval.

Manuscripts to be developed as a learning material

2. Research and Development Strengthening research activities.

Wi-Fi facility is available free for the teachers and the students. The College has linkages with other institutions. MoU's are established for collaborative research work.

#### 3. Community Engagement

The institution has planned to adopt a village as part of its extension programme. Extension work is executed by involving community participation.

#### 4. Industry Interaction

The institution encourages Post-Graduate departments to establish and develop interaction with industries.

MoU's with the reputed industries for project work, in-service training and internships have been executed.

The college makes the use of e-mail Ids for sending text material including articles, research papers for college magazine and journal online, thus saving paper and precious time. The main areas of focus of college activities are Admission of Students, Industry Collaboration, HR Management, Library and Physical Infrastructure, Research and Development, Examination and Evaluation.

File Description	Documents
Strategic Plan and deployment documents on the website	<u>View File</u>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Governing Body, Board of Studies work strictly in accordance with the statutory requirements, ensuring the participation of all stake holders in effective functioning. These committees are constituted as per UGC guidelines and statutes of the affiliated University. The institution sends the agenda of the meeting to all the stakeholders in advance. The proceedings and the minutes of the meetings are recorded for future reference and to take action on the resolutions taken in the meetings. The Principal and the IQAC ensures sustenance and initiation of quality measures in the College. Another important statutory committee, Janbhagidari Samiti (Public Participation Committee) of the college monitors the governance and all other major issues related with the college. The Janbhagidari Samiti as the name suggests comprises a chairman nominated by State Government who is a citizen of repute. The chairman further nominates members in the committee from all walks of life including an educationist, an industrialist, an entrepreneur and the like. The organizational mechanism of the college is operated in a democratic manner. Decisions are taken after a consensus is drawn from the faculty, university representatives, industry, alumni, students union and stakeholders. The IQAC ensures sustenance and the initiation of quality measures in the college.

File Description	Documents
Paste link to Organogram on the institution webpage	https://secureservercdn.net/160.153.137.99/k jv.703.myftpupload.com/wp- content/uploads/2021/09/organogramm.pdf
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

# 6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	<u>View File</u>
Details of implementation of e- governance in areas of operation	<u>View File</u>
Any additional information	No File Uploaded

#### **6.3 - Faculty Empowerment Strategies**

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution takes care of its teaching and non-teaching staff by implementing effective welfare measures for them.

- 1. Teaching and non teaching staffs are covered under the Group Insurance Scheme. Teachers can apply for part final withdrawals and advances from their GPF account as per government rules.
- 2. Periodical general medical check-up camps are organized by the institution for the benefit of the teaching staff. For example a team of doctors visits the institution to examine eye sights, Bone Density Test, Dental and Blood checkup and the like.
- 3. Better work culture and environment is provided.
- 4. Separate parking areas for staff and students are provided.
- 5. The faculty is free to participate in seminars and workshops in and outside the institution which provides updation and exposure to knowledge.
- 6. The faculty is free to use ICT structure including the smart classes.
- 7. Library and Computer facilities are made available to all the faculty members & to the students especially those students who opted computer application as their subject.

8. The college campus provides healthy working conditions with good environment. 9. All the departments are well equipped with necessary furniture and fixtures.

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

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

4

File Description	Documents
Upload any additional information	<u>View File</u>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<u>View File</u>
Upload any additional information	No File Uploaded

# 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

17

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<u>View File</u>
Upload any additional information	<u>View File</u>

#### 6.4 - Financial Management and Resource Mobilization

#### 6.4.1 - Institution conducts internal and external financial audits regularly

The institution conducts audits on two front's i.e. internal level and external level. It carries out Academic Audit and Administrative Audit, abbreviated as AAA, throughout the year. Both the Academic Audit and the Administrative Audit are carried out at internal level under the authority of the Principal of the institution and at external level by the Additional Director, Higher Education Department, Jabalpur Division, and Jabalpur Principal Lead College Jabalpur.

The Principal being the Head of the Institution is the Chair Person of the Academic Council Committee, the Governing Body and the Secretary of Janbhagidari Committee. The teaching and non-teaching staff is made members in various committees formed at the college level. The varied committees are formed to decentralize all Academic and Administrative Activities. The Principal ensures timely execution of their assigned work. The College organises its Internal and External Audit.

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 Committee and through certain sponsors from the public and industry.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	Nil

## 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

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#### 18112918

File Description	Documents
Annual statements of accounts	<u>View File</u>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<u>View File</u>
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institute maintains software's like IFMIS for maintaining salary payment records of its employees. The office also maintains cash registers for receipts of incomes from fees collected from regular students of U.G. and P.G. It also maintains receipt of fee records of students registered in diploma courses. Similarly, the office also maintains records of expenditure done on daily basis in Cash Registers. All the expenses done, related to day-to-day expenditure including payments to Guest-Faculties are made in Cash Registers. Prior permission of the head of the institution is taken for making these payments.

The procedure for mobilization of fund requires the funds received from RUSA, the autonomous organizational set up provides for a Finance Committee being a statutory body comprising of the Principal as its Chairperson and the member representatives from the faculties and the State Government Finance Department. 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 RUSA, the Finance Committee, the Janbhagidari Samiti and the Stakeholders analyse and consider the authenticity of the developmental proposals placed before it.

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

#### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

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quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

#### Practice I

The details of Ist and IInd Cycles of NAAC are as under Cycle I Grade-A+ Institutional Score/CGPA-93.00 Year of Accreditation-2004 Cycle II Grade- A Institutional Score/CGPA-3.10 Year of Accreditation-2014 As per the proposed plan in initiating new programmes and courses after the IInd Cycle of NAAC, Yoga has been approved to be an elective subject. An English Lab well equipped with computers for the students had been setup to increase proficiency in English. The institutions meet the execution of the 3rd proposal of making teaching and non-teaching staff 'Computer Literate' by making use of e-modes of teaching learning and passing on e-content and messages and information to students through Whatsapp groups, Face Book account of the College, Whatsapp Classes section wise. The IOAC also maintains e-mail ids of all the students and the staff also. The IOAC has external members in Advisory Committee which extends valuable suggestions for sustainable development.

#### Practice II

The IQAC has contributed significantly after the IInd Cycle of NAAC in the year 2014 and subsequent years such as: - Choosing Yoga as an elective subject. Establishment of an English Lab for bringing in Proficiency in English.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

#### Practice I

The Internal Quality Assurance Cell (IQAC) forms a central body within the college to continuously review the teaching learning process by monitoring all the departments and various academic and nonacademic activities and events of the institution. The IQAC forms

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a platform to pass on the information on the quality parameters of higher education to all the staff members. The principal and the IQAC monitors the working of all the departments by making surprise visits. The Institution organises meetings of all the staff members at the beginning of each session and also in various intervals to take the updates in teaching-learning and in completion of syllabi.

#### Practice II

The best way an institution can evaluate its teaching-learning processes and methodologies is by reviewing and analysing its feedback reports. Keeping this strategy in mind, the institution has initiated many feedback forms which are filled up offline as well as online. Such as follows

- 1.Feedback on Curriculum obtained from parents.
- 2. Feedback on Curriculum obtained from students.
- 3. Feedback for Evaluation of Teacher's by students.
- 4. Feedback from Alumni.
- 5.All these feedback forms are disseminated by the institution through IQAC to all the departments of the college.

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

6.5.3 - Quality assurance initiatives of the
institution include Regular meeting of the
IQAC Feedback collected, analysed and used
for improvement of the institution
Collaborative quality initiatives with other
institution(s) Participation in NIRF Any other
quality audit recognized by state, national or
international agencies (such as ISO
<b>Certification</b> )

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://govtmankunwar.org/wp-content/uploads /2023/05/6.5.3_21-22_TeachersFeedback_final. pdf
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<u>View File</u>
Upload any additional information	No File Uploaded

#### INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- A self defence online training program was organised under which five days Marshal Art training/ workshop was conducted for both the students and teachers. In this program national and international trainers were invited to benefit the students andto make them strong enough to protect themselves from any situation ofdistress.
- Women Development Cellorganised a webinar on "Stri Atma Nirbharta ke Aadhar strot "under the sponsorship of World Bank project. This webinar was graced by Shri Ashok Shah the additional Chief Secretary Women and Child development who enlightened the students on the issues of gender equality and domestic violence.
- The Department of Psychology also conducts sessions of personal counselling with the aim to sensitize the students regarding gender issues. During this session seven teachers of department of psychology rendered free online psychological counselling both at stateas well ascollege level.
- The college also has a common room facility for girls that provide them the space to spend time during their free period.
- A program on the topic of "Gender equality today for sustainable tomorrow " was organized in which students were made awareon cyber crimes. The students were also provided cyber security booklets to curb growing crimes.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	https://govtmankunwar.org/wp-content/uploads /2023/05/7.1.1_21-22_final.pdf

# 7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste management Nature club and Garden committee jointly manage the medicinal plants and garden. The institute has taken many initiatives towards waste management. There is a committee to manage Swachhta Karmi who take care of the disposal of the waste. The college produces manure for the use of college garden with the help of Biomass machine. All the dry leaves and flowers are used forthis purpose. Used sanitary napkins are destroyed with the help of incinerator. Liquid waste management Ro filter water and air conditioner water is utilized in the garden. Sewage system is effectively functioning in the college. Four Rain Water Harvesting Sumps have been constructed in the college which help in raising the ground water level. The rain water falling from the roof is also directed towards flower beds. E-waste management E-waste is collected and listed in each concerning department and compiled, the list is sent to M.P. Pollution control board for guidance of safe disposal of waste. Waste recycling system College generates revenue by selling waste paper/sheets, copies, outdated register and other such material obtained from the office, Autonomous Cell and departments. Revenue generated through this recycling process is utilised in the college development.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<u>View File</u>
Geotagged photographs of the facilities	<u>View File</u>
Any other relevant information	No File Uploaded

# 7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	No File Uploaded

#### 7.1.5 - Green campus initiatives include

## 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- A. Any 4 or All of the above
- 1. Restricted entry of automobiles
- 2. Use of bicycles/ Battery-powered vehicles
- 3. Pedestrian-friendly pathways
- 4. Ban on use of plastic
- 5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	No File Uploaded

#### 7.1.6 - Quality audits on environment and energy undertaken by the institution

- 7.1.6.1 The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:
- D. Any 1 of the above

- 1. Green audit
- 2. Energy audit
- 3. Environment audit
- 4. Clean and green campus recognitions/awards
- **5. Beyond the campus environmental promotional activities**

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

- 7.1.7 The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.
- B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	<u>View File</u>
Policy documents and brochures on the support to be provided	<u>View File</u>
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The institution organises various programs on different occasions which provide inclusive environment for both teachers and students. These programs include celebration of bhartiya bhasha diwas which promotes linguistic harmony amongst all. Every year on 30th January Shahid Divas is celebrated on the theme of communal harmony to develop feeling of oneness among people of different religion and ethnicity. The college also encourages the students to participate in various cultural activities organised on various occasions throughout the year. These activities are mostly performed in groups which help students in engaging with each other and also promote respect and open mindedness for other cultures. The college has an active NSSunit which conducts various activities throughout the year and also organises annual camp in which students are offered lodging with community members mostly in a rural area. In this one week camp students participate as volunteers rendering community services aimed at integrating the society. On the other hand the college has NCC under which students are groomed in order to foster respect for diversity in religion, language, culture and communal to instill a sense of unity and social cohesion.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>

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

The Institution organises various activities to sensitize students

and employees of the college to different constitutional obligations of citizens. On the occasion of National Voters Day the college undertakes various activities which are conducted throughout the month. like Oath taking Ceremony, training on EVM Machine and Voter Awareness competitions. The college also promotes and gives opportunity to the teaching faculty to participate in awareness events organised by District Core Committee of Election Commission of India. During the session 2021-22 two members from the teaching faculty received recognition from District election officer for their outstanding contribution in voter awareness campaign beyond the campus. To inculcate values for becoming responsible citizens the deaddiction pledge is also administered by the N.S.S unit of the College. The college has two companies of NCCunder which students are groomed into disciplined patrioticcitizens who can contribute to national development. The college also celebrates Samvidhan Diwas every year in whichstudents are made to learn and adhere to the norms and values enshrined in the Indian constitution. The college has well defined student charter which is displayed on the website and well communicated to the students with the aim to inculcate values necessary for making them responsible citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<u>View File</u>
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

- 7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals
- 1.College celebrates various important days of nationalimportance such as Independence Day, Republic day with patriotic fervor to instill the spirit of patriotism and nationalism.
- 2.International Women's Day is celebrated to highlight the achievements of women.
- 3. Swami Vivekanand Jayanti on 12 January is celebrated every year as Yuva Diwas.
- 4. Gandhi Jayanti is celebrated on 2nd October with the theme of Health and Hygiene.
- 5.Assassination of Gandhi ji on Martyrs day 30 January.
- 6. Theme based activities and events are organized to celebrate certain days like International Yoga day, International Youth Day.
- 7. The Dept. of Hindi celebrates Hindi Diwas and Matra Bhasha Divas every year.
- 8. Various festivals are celebrated in the college campus and Hostel such as Holi, Pre Diwali fete, Ganesh, Chaturthi, Durga Pooja, etc
- 9. Madhya Pradesh Establishment Day is celebrated on 1 November.
- 10. Rani Durgavati Balidan Diwas is celebrated by the dept. of History and Heritage Club.
- 11. Students make handmade Rakhi which are sent to prison inmates and soldiers.

- 12.NCC observes Disaster Risk Reduction Day.
- 13. Teacher's Day is celebrated to mark the birth anniversary of Dr Sarvapalli Radhakrishnan on 5th September.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	<u>View File</u>
Any other relevant information	No File Uploaded

#### 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice

Title of the Best Practice : Environmental Conservation

Title of the Best Practice : Health and Well Being

Objective of the Practice

Govt. Mankunwarbai College is committed to protect and improve the environment and environmental conditions surrounding its campus and nearby areas.

#### Context

It is extremely important for everyone to conserve natural and manmade heritage including biological diversity of ecosystems. To teach them how to prevent and control degradation of natural resources like land, water and vegetation becomes a subject of utmost importance.

#### Practice

To keep healthy flourishing environment girls of the college are constantly motivated. To achieve this goal, they are informed regardingThe advantages of tree plantation. Environment Club organizes lectures. Evidence of Success Syllabus at UG level compulsory paper on Environmental Awareness imparts knowledge to

students regarding environmental issues. Students and faculty members of college are encouraged to plant trees on their birthday and on their special occasions. Problems encountered and resources required Ignorance is one of the major problem encountered by the college. Sometimes students leave the class without switching off the lights. In wash-rooms they also leave the tap on, in this way they misuse the resources provided to them by the college.

File Description	Documents
Best practices in the Institutional website	https://govtmankunwar.org/wp-content/uploads /2022/10/7.2.1-Best-Practice_20-21.pdf
Any other relevant information	Nil

#### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

India is a country with a treasure of rich cultural heritage in the form of Music Painting, Literature, Poetry, Sculpture and many more. Similarly, Govt. Mankunwarbai College is dedicated to save this treasure & carry it forward for the next generation. The literature in four major languages are offered by the college such as Hindi, English, Sanskrit and Urdu. There are other subjects offered in the college exclusively which take our culture and tradition to the new skies such as Drawing & Painting and Music.

After checking the field of interest of various students, they are provided with high class opportunity in the area of sports. As a result the students of the college are giving their best performance at national and international levels.

The IQAC of the college provides the students with a personal counsellorto help and guide them through their problems. Students get Railway Pass on concessional rates and local bus service has a stop near college to make their commuting convenient. Blood donation camps are organized with the help of NSS & NCC to bring awareness regarding social responsibility and health among students and society. Girls are also informed about POCSO Act.

File Description	Documents
Appropriate link in the institutional website	https://govtmankunwar.org/wp- content/uploads/2022/10/7.3.1_20-21.pdf
Any other relevant information	No File Uploaded

#### 7.3.2 - Plan of action for the next academic year

- The plan of action for the academic year 2022 -23 consists of manifold objectives which are to be attained within time frame for the benefit and quality enhancement of the students and teachers of the college.
- The college intends to open another computer lab comprising of at least 50 computers and five smart classrooms with the aim to embrace the technological development and to make both teachers as well as students more tech savvy in the current competitive edge.
- The college has also action planed to organise Faculty Development Programmes and the seminar based on intellectual property rights to achieve academic excellence.
- The college also envisage to sign MoUs with different institutions under the initiative of Swami Vivekananda Career Guidance Cell of the college to get the benefits of collaborative activities.
- The college building renovation work is also integral part of action plan of the college for which lumpsum amount has been released under World Bank Project.