



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

**GOVT. KAMLA NEHRU MAHILA
MAHAVIDYALAYA DAMOH**

- Name of the Head of the institution **DR. G. P. CHOUDHARY**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **07812222385**
- Mobile No: **9425612036**
- Registered e-mail **hegkngcdam@mp.gov.in**
- Alternate e-mail **principal.knmm@gmail.com**
- Address **CIVIL WARD 4 DAMOH**
- City/Town **DAMOH**
- State/UT **MADHYA PRADESH**
- Pin Code **470661**

2.Institutional status

- Type of Institution **Women**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **MAHARAJA CHHATRASAL BUNDELKHAND UNIVERSITY CHHATARPUR**
- Name of the IQAC Coordinator **DR. P. L. JAIN**
- Phone No. **07812222385**
- Alternate phone No. **9826385921**
- Mobile **9826385921**
- IQAC e-mail address **knigac@gmail.com**
- Alternate e-mail address **principal.knmm@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://knmmdamoh.in/downloads>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://knmmdamoh.in/downloads>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	62.20	2007	31/03/2007	30/03/2012
Cycle 2	B+	2.53	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

01/07/2006

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Kamla Nehru Mahila Mahavidyalaya, Damoh	Central / State Government	UGC/CSIR/DBT/ICMR/TEQIP/World Bank	2020	82184683

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 14

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

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

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

- If yes, mention the amount

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

IQAC keeps follow up of the Academic calendar in which teaching, learning evaluation activities are observed regularly.

IQAC promotes the non conventional teaching methods viz. presentations, ppt, projects, use of computers etc. to enrich and improve the knowledge level.

IQAC supports and help various programmes/activities related to NEP 2020, academics, social, extension, etc.

Promotes and motivate the faculties and students to involve and participate in research activities viz. seminar, workshops, Research paper writing, membership in professional bodies, fellowships etc.

IQAC supports and help to develop Students friendly and eco friendly Campus.

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

Plan of Action	Achievements/Outcomes
Increase use of ICT	Use of ICT, e-library increased
Organize Alumni Meet	Organized Alumni Meet.
Encourage teachers to engage in research activities and writing quality research papers.	Promotes and motivate the faculties to involve and participate in research activities viz. seminar, workshops, Research paper writing, membership in professional bodies, fellowships etc.
Continue to promote human values through extension activities.	Continued to promote human values viz gender equality, nutrition, health, election awareness etc. through extension activities like poster, painting, rally.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

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Name of the statutory body	
Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	10/01/2022

15.Multidisciplinary / interdisciplinary				
As per new curriculum studens can opt subjects of their own intrest. Subject paper has been classified as major subject, minor subject and open elective subject. The new syllbus designed as Multidisciplinary / interdisciplinary. Now student has a choice to select a paper of other stream also i.e. a science group student can take paper from art side / commerce side.				
Subject	Group	Major	Minor	Open

stream	Allotment			Elective
Science	Physics/Chemistry/Mathematics	Physics	Chemistry or Maths	• Maths or Chemistry • General Elective Paper From Commerce/Art Group • NCC/NS S/Physical Education
Commerce	Commerce	Major 1 or 2	Minor	• Commerce • General Elective Paper From Science/Art Group • NCC/NS S/Physical Education
Art	Three Subject	1 Subject	2 Subject	• Subject 3 from Art Group • General Elective Paper From Science/Commerce

				Group • NCC/NS S/Physical Education
16.Academic bank of credits (ABC):				
Institute follow the guidelines and instructions of DHE and university. The Choice Based Credit System has been accepted and design the ug courses are of 160 credit which are divided as Major Subject (56 credit) Minor Subject (26 credit) Open Elective (18 credit) Vocational Subject (12 credit) Foundation Course (24 credit) Field Project/Internship (24 credit)				
17.Skill development:				
Vocational education/Skill development is integrated into new curriculum design by DHE. Focus areas for vocational education will be chosen based on skills gap analysis and mapping of local opportunities. Students choose the subject on the basis of their own interest/requirement. Some of them are listed as follow- Beauty and Wellness Desktop Publishing (DTP) Web Designing Nutrition and dietetics				

Food Preservation and Processing Accounting and Tally Medicinal Plants
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) India is a treasure trove of culture, developed over thousands of years and manifested in the form of arts, works of literature, customs, traditions, linguistic expressions, artefacts, heritage sites, and more. The preservation and promotion of India 's cultural wealth must be considered a high priority for the country, as it is truly important for the nation 's identity as well as for its economy. The promotion of Indian arts and culture is important not only for the nation but also for the individual. Cultural awareness and expression are among the major competencies considered important to develop in children, in order to provide them with a sense of identity, belonging, as well as an appreciation of other cultures and identities. Department of Higher Education M. P. design and adopt a new curriculum and syllabus to achieve such goals. Institute promote the use the local language as a medium of instruction, and offer programmes bilingually, in order to increase access and GER and also to promote the strength, usage, and vibrancy of Indian languages.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE): Institute follows the guideline of DHE and UGC. For academic excellence and holistic development, the curriculum is revised and implemented from 2021-22 session. DHE adopt Outcome-Based Education (OBE) in which the course delivery and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring students' performance. Some features are as follows- • The Choice Based Credit System to allow for flexibility and innovation • Multidisciplinary approach • Introduce vocational course • Availability of multiple entry and exit facility at any time • Provision of internship, field project, community engagement for students from the beginning to enhance their skills • Facility of credit transfer

- Promotion of research activity
- Promotion of physical education and other extracurricular activities

20.Distance education/online education:

Since technology is rapidly evolving, and needs specialists to deliver high quality e-learning, a vibrant ecosystem has to be encouraged to create solutions that not only solve India's challenges of scale, diversity, equity, but also evolve in keeping with the rapid changes in technology.

Institute and DHE promote digital and online education. Faculties and students of the institute participate in various e-learning programmes viz webinars, lectures, courses, training programmes. DHE develop e-content in science, arts, commerce stream which is freely available for all the students. Some of faculty also involved in e-content creation according to new education policy.

Extended Profile

1.Programme

1.1	UG-70, PG-7
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	6184
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	4155
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	2022
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	46
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	46
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	21
Total number of Classrooms and Seminar halls	
4.2	264.6
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	100
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	

1.1 - Curricular Planning and Implementation

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

Our institute is affiliated to MCBU, Chhatarpur. The DHE, GoMP and the affiliating MCBU, Chhatarpur frame curriculum for various undergoing UG and PG programmes. The curriculum is finalized by the DHE and affiliating University. From 2021-22, DHE and affiliating University adopt NEP 2020 and Modified the Curriculum and Syllabus according to NEP. The institution is responsible for the effective implementation of curriculum. Different combinations of subjects are offered to students of arts and pre-defined combinations are offered to students of science stream. Time-table is prepared at the institute level and followed by all faculty members for timely completion of recommended syllabus at UG and PG level. Classes are engaged in accordance with the time table. Teachers follow various techniques for effective student centric teaching - learning process. Departments of science stream have laboratories rich in equipment and infrastructure where students get the practical knowledge of their subjects. Institute tries its best to meet the requirement of books by issuing books from library and providing free of cost books to SC, ST and OBC students. Institute also arranges Guest Expert lectures pertaining to the subject and curriculum for respective students. CIE is done through CCE and practical examinations as per annual academic calendar. Annual examination time table is issued by the affiliating university and are conducted at the institution.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://knmmdamoh.in/whats-new

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

This government institute follows the academic calendar provided by the Department of Higher Education, GoMP and MCBU, Chhatarpur. Continuous Internal Evaluation is done through CCE and sessional practical examinations as scheduled in the annual academic calendar. CCE (Continuous Comprehensive Education) are arranged through class tests, MCQs, viva, group discussion, project works, power point presentations and assignments based on the class strength and availability of faculty as per the workload.

Sessional practical examinations are arranged by the respective head of the department. Evaluation of CCE and sessional practical examination is done by the faculty and marks are filled on university portal for inclusion in the marksheet. Annual examination time table is issued by the affiliating university and are conducted at the institution. Surprise tests are also arranged by the faculties for effective internal evaluation. Tutorials and discussion sessions are arranged for solving doubts of students and correcting mistakes/ errors observed in internal examinations.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://knmmdamoh.in/courses

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

77

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

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

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

The institute is well aware of the issues like gender, climate change, environmental education, human rights, professional

ethics, ICT etc. It is the only girl's college in the district and more than thousand female students are enrolled every year in different academic programs. College offers effective learning methods for social issues and self-defense. Woman harassment redress cell and anti-ragging cell are also constituted in the college. Workshop, symposium and seminars are arranged on women hygiene and their better survival, gender equality, human rights, general awareness, climate change, covid-19 pandemic, and various environmental related issues. The NSS Unit encourage students to participate in the healthy practices like tree plantation, use of LED Bulbs, etc. NSS unit has arranged camps related to Fit India Moment, AIDS Awareness, mask distribution and awareness for COVID-19, Swachh Bharat Abhiyan, International Women's day, Azadi Ka Amrit Mahotsav, and many more. The fundamental knowledge of ICT is provided to students through the foundation course. Online admission, fees submission, classes, distributing information through email, whatsapp and telegram groups for staff and students are adopted to encourage "Go paperless" campaign for making documentation and information sharing easier, and keeping personal information more secure.

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

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

47

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**2516**

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQLSf5LQELTERVcEJqJ3oqLMGARKx-a9EvB9yWM7_02C9rycdw1A/viewform

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

8310

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

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

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

5391

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution access for learning level of students organised functioning lies in the accordance with the guidelines of department of higher education. The following steps are taken by the institution in this

1. Zero classes are held for the newly enrolled students in the first week of July the enrolled students revise the fundamentals of language and common problems of mathematics physics at the end of the week a test is taken to ensure the positive result of such classes.
2. For academically weaker students, professors engaged extra classes to bridge the knowledge gap
3. For Career counseling and progessional development of the students different programmes viz. training, lectures etc. organized under swami vivekanand career margdarshan yojana scheme.
4. For effective learning, personality development, enhances perspective etc. institute arranged the different academic tour in different stream such as science, commerce and art.
5. special guest lecture, power point presentation, poster presentation, quiz etc. also arranged for students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
6184	46

File Description	Documents
Any additional information	View File

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

The institution access for learning level of students organised functioning lies in the accordance with the guidelines of department of higher education. Teaching plan is prepared by teachers for effective implementation of the curriculum. Classes are engaged in accordance with this plan so as to achieve the objectives of curriculum. Teachers follow a number of techniques for effective student centric teaching - learning process. These include different teaching methods viz. use of chalk-blackboard, white-board, power point presentation, group discussions, Oral Presentations, Quiz competition, Assignments, Personality development classes, etc. Student centric learning methods are extensively used in the college through organizing Guest Expert Lectures, Educational tour, Seminars, Conferences, Poster/Charts and PPT Competitions on a regular basis. For academically weaker students, professors engaged extra classes to bridge the knowledge gap. Collaborative learning method: 1. Group discussion 2. Poster Chart making 3. Team visit to industry or any other place relevant to their study course. Indent learning methods 1. Self study in library 2. Use of internet 3. Assignment and class test. Group discussion, presentation and discussion among students on current topic of local regional significance at UG and PG level nurture their critical thinking.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Institution faces problem of lack of sufficient infrastructure

facilities. To overcome this, institution adopt and promote new technologies in teaching to boost the learning level. Faculty staff frequently use online teaching platform viz. 1. Google meet, Microsoft team, zoom, wise app, Google class room, Cisco webex.

2. "Swami Vivekananda Career Counselling Yojana" is very important for students. Under this scheme various programme are organized for career, skill development, personality development etc. Students learn how to make good career in different fields.

3. E-library facilities provide to students and faculty staff of the institution to make easy access to online study material.

4. All department of the institution have computer and internet facility for students and staff.

5. Faculty staff members participate in seminar and conferences and interact with senior subject expert to update themselves in academic activities.

6. Students are encouraged to attend and participate workshops and seminars organised by the institute.

7. It is mandatory for teacher to attend orientation and refresher course to update themselves with the latest development in their subject.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

46

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

2.4 - Teacher Profile and Quality

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

46

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

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

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

390

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

2.5 - Evaluation Process and Reforms

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

The department of higher education release an academic calendar every year before the beginning of the session in which schedule for class teaching CCE semester breaks vacation beginning of examination for all program UG and PG are clearly mentioned and institution follows the schedule. Before the commencement of the session, timetable committee is constituted by the head of the institution the members of the committee plan a systematic time table for engaging classes regularly. The classes are engaged in two shifts morning and noon. In morning shift art and in noon shift classes of commerce and science are held. The evaluation process consists internal and external assessment. After the commencement of the session, institution start its preparation to hold CCE test as per the schedule. The evaluation process also includes our students overall performance throughout the session participation in the extracurricular activities, regular attendance in class, relation and behavior with classmates and teachers. In external evaluation process examination of students is conducted by the affiliating University. The affiliating university prepared the evaluation plan and the institution follows the prescribed plan.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/drive/folders/1ZitCDW2S-vx0A5KHpvA3ST1CWAFoKKkY?usp=share_link

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

As per policy of the department of higher education, institute has

a examination cell which prepare detailed programtime table and methods for internal evaluation. Continuous comprehensive evaluation CCE is the main process for internal evaluation. There are many methods adopted for CCE including chart making assignments presentation objective questions system book review class teaching at etc . Alldepartments of the institution follow a uniform process of evaluation for CCE.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

1. At the commencement of the session, syllabus of various subjects are introduced to students and teaching plans are prepared and act accrodingly, Co-curricular and sports activitiesalong with academic activities are also planned and publicize among students and staff members.
2. Activity clubs are continued in the institution to organise various academic and extracurricular activities throughout the session.
3. The head of the institution has informal talk with students to ensure that teaching learning process is running smoothly.
4. Institution maintains proper mechanism to monitor the learning outcome of students.
5. The institute takes certain steps to learning the students as like carrier counselling, NSS, NCC, sports activity,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://drive.google.com/file/d/1CaIRsVFaaosUDXY4N0uPBEZFdP8euG_t/view?usp=share_link
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

There is a mechanism followed by the institution to maintain the program outcomes and course outcomes are evaluated by the institution.

- 1. The examination cell maintain the record of CCE practical and project marks of students.**
- 2. Examinationcell maintain the record of CCE project mark of students.**
- 3. The collected data are analyzed and the institution plans to overcome the barriers in the learning process on the basis of the analysis.**
- 4. Reference books provided by the departmental library systems are some arrangement made by the institution to the overcome the barriers of learning.**
- 5. The institutions makes efforts in the field of improving the use of language and communication skills of studentsso as to remove all barriers in learning process.**
- 6. Special classes are conducted for weak students.**

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**1315**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://websites.godaddy.com/en-IN/editor/b987c18a-d9f0-43e3-8ec7-f0c73eeff5b0/d6ed23e2-c193-4b0b-b8c0-c48f460b6d55/edit/Examination%20Time%20Table%202021-22.pdf?ver=1672653895886

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://docs.google.com/forms/d/e/1FAIpQLSf5LQELTERVcEJqJ3oqLMGARKx-a9EvB9yWM7_02C9rycdw1A/viewform

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****0**

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

6

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****16**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****08**

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

3.3 - Extension Activities

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

The institute aims is to impart knowledge to the girls from economically weaker and backward section of the society. This institute is only for girls' student and we try our best to enhance the knowledge skill and learning practices. The institute objective is to empower women in almost all fields of life for better survival in the society. The sick room, Feeding room, Sanitary napkin vending machine, NSS, NCC, Women grievance cell against gender harassment, books and stationary provided to SC and ST students, sports events etc. helps students to nourish and explore themselves for every day challenges. Activities such as tree plantation, cleanliness drive, awareness Campaign, blood donation camps etc. are regularly organized which help in development of ecological and humanitarian aspects of the

students while they are pursuing their UG and PG course.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

34

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

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

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

11

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

706

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

03

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The mission of the institution is to facilitate higher education to all. The institution, being a government college, is not an independent organization to create and enhance the infrastructure on its own. The institution puts its requirements regarding infrastructural facilities to the Department of Higher Education, Madhya Pradesh. The institution has three sources of funding

Department of Higher Education,

Government of Madhya Pradesh

Janbhagidari Samiti of the College Non-Government Fund Collected from students as fees expected tuition fee

The institution has twenty classrooms, seven labs, meeting hall, seminar hall, 24-seater-girls hostel, wi-fi facility, smart class facility, cctv,toilet, drinking water facility and rich library setup.Due to the shortage of space and infrastructure,the time table for conducting classes is scheduled in such a way as to accommodate all UG and PG programs classes within the limited space available. All the PG departments have been allocated one room each in which they engage Classes. The computer lab is spacious enough to be used as a classroom for BCA, BA, B.Com (Computer Application) and B.Sc(Computer Science) Courses. The institution is committed to maximize the use of the available space to accommodate teaching-learning activities, sports/culturalactivities and administrative work.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The institution organizes extra-curricular activities for the holistic development of its students.

The Institution has following facilities for cultural activities, sports, games, gymnasium, yoga centre.

- 1. Auditorium** - The institution has an auditorium which is used for cultural activities/indore games/other acitivities.
- 2. Sports and Games** - The institution has grounds for Volley-Ball, Basket-Ball, Kho-Kho, kabaddi and a jumping Pit where students play to stay healthy and participate in different level of competetion. Athletics, Kabaddi, Football and Cricket are popular games among the students of the institution. To practice and play these games they have to go to the stadium developed by the Department of games and Youth welfare, Government of Madhya Pradesh.
- 3. A separate room is provided to the NSS unit to perform administrative activities.**
- 4. Canteen**
- 5. Feeding Room**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**12**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****0**

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)****The library renders students and teachers the following services**

- 1. Lending Books.**
- 2. Guidance for library users.**
- 3. Suggestions reference books.**
- 4. Providing E-resource based services.**

5. Enhancing general awareness.

Facilities for SC/ST students-SC/ST students of the institution are provided a study kit worth Rs.2000/- sponsored by the Department of Higher Education, Madhya Pradesh the study kit contains- Text books, Note Books, Stationery, Dictionary etc.

Special facilities offered by the library to the visually/physically challenged persons

Ramps are provided for easy movement. Physically challenged students are provided special assistance from the library staff if they need any such help.

specialized services provided by the library:

- Manuscript
- Reference
- Reprography
- ILL (Inter Library Loan Services),
- Information deployment and notification,
- Download,
- Printing
- Reading list/Bibliographic compilation
- In-house/remote access to E- resources
- User orientation and awareness
- Assistance in searching database
- INFLIBNET/IUE facilities.

Library is automated using Integrated Library Management System (ILMS; Name of ILMS software SOUL) from 2016-17.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

D. Any 1 of the above

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

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

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

5.3

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

50

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

4.3 - IT Infrastructure

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

The institution has plans to provide computer and internet facility to the department and office where it is still unavailable. The plans also includes purchase of new computers and OHP to upgrade IT infrastructure and development of smart class to enhance facilities for teaching-learning process. All departments

have computer and internet facility available for faculty and students in the campus. The library has E-resource facility with desktop computers for students and faculty members to search the study material online. All the students and faculty members have been provided mail ID and Passwords to use INFLIBNET.

Advantage: There is a drastic change from traditional teaching to innovative methods of teaching where teacher becomes informer and facilitator. The students are at the center of teaching learning process through PPT, virtual class, smart class, internet and e mail. Standalone facility- Power Backup in the library LAN facility - Yes Wi-Fi facility- Yes Licensed software- Yes

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

100

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

95.5

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

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

A maintenance committee takes care of the needs of repairing and maintenance of infrastructural facilities and tenders are invited for this purpose. The Public Works Department maintains the physical infrastructure of the institution. Care and maintenance of equipment is the responsibility of the technical staff. In case of any problem with the functioning of computer or internet, experts are hired by the institution. Frequency calibration and other precision measures for the equipment/instruments

The institution takes up the calibration of instruments and equipment from time to time as per the requirements. For calibration experts are hired from external agencies. Maintenance of sensitive equipment

The institution uses voltage stabilizer to avoid any damage to sensitive equipment due to voltage fluctuation.

College has its own tube-well for regular water supply.

Water cooler has been provided for drinking water.

College has a generator AC rooms for computer and others equipment UPS are connected to computers for back-up facilities in case of sudden failure of electric supply.

Lab attendants take care of cleaning the rooms where equipment is installed. Efforts are made to install equipment at safe places.

The maintenance committee observes and gives suggestion on the production of sensitive equipment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

7271

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Link to institutional website</td><td>Nil</td></tr> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Details of capability building and skills enhancement initiatives (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to institutional website	Nil								
Any additional information	View File								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
109									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
109									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	View File								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year****2**

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****313**

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

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

government examinations) during the year**0**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****12**

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Every year member for student council wereelected at college level to enrich their administrative participation.Student Council is the main student organization present on the Higher Education campuses with the purpose of providing services to students and acts like a bridge between the Students and Governing body of the college. Generally Students council is an elected body having students from all fields, Since 2006 indirect method of election as per Supreme Court's order on the implementation of the Lyngdoh Committee report are franchised in the state, however due to some administrative decisions affiliated to the Department of Higher

education Govt. of M.P. Student council elections are held in the state in 2017-18 after a long halt. Since 2017-18 again student elections in the state are on hold due to reasons best under the purview of department of Higher education Govt. of M.P. Students are the members of all committees and participate in decision making, being one of the most important stakeholder. 7 students are the members of chunavsaksharta club committee. Two students are members of IQAC also. Other committees also have student representations.

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

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

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

35

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

5.4 - Alumni Engagement

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

Alumni Meet was organized in the college on 18-02- 2021. In which the girls who passed out from the college in the session 2019-20 were invited. 41 girl students participated in this program. The objective of the program was to see what alumni can contribute to their college. The girls presented their views. Some girl students

donated books to their college, some girls contributed by presenting important plants and trees. The girls shared their experiences. The women who were invited as the chief guest and special guest in the program were also former students of the college and were working as the District Municipality President and District Mahila Morcha. She gave a comparative explanation of what was the condition of the college 25 years ago and what is the status of the development of the college today. Mementoes were presented to the ex-girls on behalf of the college principal and best wishes for the future of the students who were working in various fields or preparing for competitive examinations.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1EMG7Y0i0FC5VRMgq0jTih1hgw7jS6KBE/view?usp=share_link
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to impart quality education to all students including those coming from the weaker, backward sections of the society to make them skilled work-force to face the challenges of the competitive world and to inculcate in them respect for social and moral values. The institution strives to develop leadership qualities in students. Sincere and untiring efforts are being made by the Principal alongwith stakeholders to realize the vision. The institution has a strategic plan for development of physical infrastructure teaching-learning process. The principal forms various committees of professors to deploy the strategic plan of development of the institution.

The faculty members influence the institutional practices through the Staff Council in the areas of academic and administrative interests.

DHE provide facilities in the form of various scholarship/schemes to encourage students for higher education and provide economic support to the weaker sections of society with the help of Medhavi Chhatravriti Yojna, Pratibha Kiran Yojna, Gaon ki Beti Yojna, Postmatrics Scholarships.

The inclusive atmosphere of the college promotes a healthy and allround growth of all the dimensions of college experience which gets reflected in the various curricular and extracurricular activities organized in and outside the college campus.

File Description	Documents
Paste link for additional information	https://knmmdamoh.in/about-us
Upload any additional information	No File Uploaded

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

The leadership leads the college with clear vision and wisdom of the college. Our institution has a strong urge for excellence and will continue to pursue it. The statutory bodies like IQAC, finance committee administration, examination, purchase, anti-ragging committee work directly under the supervision of the principle and the co-ordination helps in creating a positive and wholesome environment which is the core value of the institution.

The Administrative officer supports the Principal and the staff for the smooth functioning of the college. The officer facilitates the information to get the work done on time. The approach encourages people to share information, learn from each other, and work together to solve common problems.

With continuous increase in student strength, it becomes imperative to conduct all aspects of academic and administrative functions in a well-governed manner including a robust review mechanism to track the overall progress. Innovative teaching-learning and evaluation methodology used for UG and PG classes. Workshops, seminars, and other capacity development programs are organised every year to upgrade the professional skills of the

teachers.

File Description	Documents
Paste link for additional information	https://knmmdamoh.in/about-us
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The quality policies are formulated by the state government and the institution being a government college is bound to follow them. However the principal, to fulfil the goal and objectives of institution can formulate quality policies as per the requirements of students and staff. The principal constitutes committees of senior professors to implement the quality policies and plans to serve students in a better way. Staff council meeting are regularly held by the principal to monitor, analyze and accelerate the implementation of work plans assigned to committees.

Alumni association has been constituted in the institution and in a meeting held with the members, informal feedback about the work and future plans has been taken from them.

Society:- The principal of the institution interacts with the diverse section of the society through NSS and others activity clubs. The informal feedbacks obtained from them are implemented to enhance the quality of education in the institution.

Career Guidance cell of the college, through training programs, career fairs, interacts with companies and industries so as to expose students to the current needs for employability regarding courses and skills.

Perspective plan for Teaching-learning:

1. Development of smart class rooms.
2. Implementation of CBCS in course curriculum in coherence with New Education Policy
3. Use of ICT enabled tools including online resources for

effective teaching and learning process including PowerPoint presentations, Video-conferencing, Whatsapp Groups, Google classroom, Virtual lab facility, and YouTube/audio lectures.

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

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

Colleges have full liberty to implement different schemes with quality initiatives as per norms. Permanent faculties are appointed by the department of Higher education as per norms. M.P.P.S.C. is responsible for this. Guest Faculty against vacant posts for conventional subjects are also invited through the online mechanism chalked out by the DHE.

Guest Faculty for Self finance courses are invited by Janabhagidari Samiti of the college.

The principal chalks out the plan for the session. Committee of professor and administration staff are constituted to implement the policies and Plans. The problems and challenges in implementing the policies are discussed and resolved in meetings conducted by the principal.

Janbhagidari samiti is another example of participation management.

There are various Sections/cells for proper functioning of administrative and academic work of the institute these are shown in the organogram in the college website.

The Principal has withdrawing and disbursing financial powers. The head clerk looks into the establishment-related affairs. LDC and Accountants help in keeping the accounts and financial records in order in the office. Regular financial audits are executed in the college by the internal finance committee, externally appointed CA, and the accountant General of M.P. State also.

File Description	Documents
Paste link for additional information	https://knmmdamoh.in/ssr-1
Link to Organogram of the Institution webpage	https://knmmdamoh.in/about-us
Upload any additional information	No File Uploaded

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) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

teaching staff Response:

College has effective welfare measures for Teaching and Non-teaching staff as per govt. rules.

Teaching Staff:

- Financial welfare schemes Medical Reimbursement, Leave encashment,
- Group insurance, loans from GPF,
- duty leave to attend seminars/ conferences, loans from GPF,
- Maternity benefits as per norms Child Care leaves
- Retirement benefits
- Academic Benefits:
- Study leave
- Library Support

- Free Remote access to INFLIBNET/ NLIST
- Wifi support on campus for all the academic activities.
- Establishment support
- Electronic service books
- Dissemination of information on email IDs Official email Id Support

Non teaching :

- Medical Reimbursement, Leave encashment, group insurance,
- loans from GPF,
- Maternity benefits as per norms Child Care leaves
- Retirement benefits

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

2

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

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

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

8

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

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

College follows a robust performance appraisal system as approved by department of higher education for all the permanent Teaching staff and non-teaching staff members, whereas performance appraisal system approved by janabhagidari samiti is utilized for

performance appraisal of Janabhagidari Guest faculty.

Appraisal System for permanent gazetted Teaching staff

Appraisal system is performance based online three layered mechanism, From Session 2015-16 to 2018-19 PBAS format declared by UGC was used where as in session 2018-19 PBAS format was customized by department of Higher education to incorporate academic procedures and temperament of Higher Education in M.P. Self-assessment Report has two parts

Part A for general Information

Part B is Academic Performance Indicator with 3 categories
Category 1 Teaching Learning and Evaluation based activities
Category 2. Co-curricular Extension and Professional development

Category 3. Research Publication and academic Contribution related activities

After the online submission of self-appraisal format chairperson IQAC principal of the college and IQAC constituted by the principal verifies the PBAS form and report it to the assessing officer. Regional Additional Director Higher Education is the assessing / reviewing officer as per mandate of Department of Higher Education Govt. of M.P. After reviewing the ACR this is forwarded towards Commissioner Higher Education

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The sources of funding are State government, RUSA, World bank and Janbhagidari.

Additional fund is created by the self-Financed courses. The fund is used for infrastructure development, purchase of equipments, books and salary paid to temporary faculty.

The Budgetary provisions and income expenditure of the institution are audited by the external or internal audit team. Internal audit is conducted regularly by Institutional committee. Local External Audit is conducted annually on a regular basis by a professionally hired Chartered Accountant and he submits an Audit Report to the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

College being an affiliated govt. college has set procedures for mobilization of funds and optimal utilization of resources. All the guidelines issued by The department of Higher education as well as state and central govt. are strictly followed.

Mobilization of Funds: College receives funds under different Govt. Schemes. During the span of 5 years College has received funds from.

RUSA under component 7 for infra structural support and development

DHE for e Resource management in Library

DHE for development of smart classroom facility

DHE for organizing career fair & Career based trainings

DHE for Book support to SC ST Students.

Apart from that Funds have been sanctioned under World bank funded MPHEQIP scheme for creating state of the art infrastructure like auditorium. College has also received matching grant from District planning committee for development of various infrastructure in the college. College has active Janabhagidari committee '' Sthaniya prabandhan samiti''. The committee levies development fees on the students and utilizes this for the development of the college as per the set rules and procedures of janabhagidari samiti. Self finance subjects levy self finance fees on students taking admission under this scheme.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC of the Institute initiated a number of activities for improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and other activities. Meetings of the IQAC cell was conducted from time to time under the guidance of Dr. P.L. Jain.

IQAC has focused mainly on institutionalizing the processes for the holistic development of the most important stakeholders of education system i.e students. Focus has been on bringing the paradigm shift in teaching learning pedagogy to make it robust and measurable, Concerted efforts of IQAC has taken teaching from teacher centric individualistic unorganized mode to learner centric, participative organized mode. Special teaching pedagogy like flipped classrooms, problem solving methodologies, seminars, Field projects , Self structured assignments as well as Research projects are offered to advanced learners.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The IQAC of the Institute initiated a number of activities for improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and other activities.

The cell conducts AAA and gets feedback from students and on the basis of analysis tries to plan key areas such as: Academic results, Student soft skills development, Placement support, Faculty development programs, Research and development etc.

Moreover, the Institute developed several strategies to maintain and upgrade the quality of teaching learning practices and pedagogies viz., arranging guest expert lectures, educational tour, online quiz, webinars, faculty development program, promoting online tools for teaching and other extracurricular activities. IQAC monitors the improvement of students through CIE at regular intervals.

IQAC committee examine and award marks for the teacher's performances in different activities performed throughout the year. The confidential report is forwarded by the principal to the additional director and further, to the office of the commissioner, Department of Higher Education for review and promotion of the teacher.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1CaIRsvFaaosUDXY4N0uPBEZFdp8euG_t/view?usp=share_link
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above
File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File
INSTITUTIONAL VALUES AND BEST PRACTICES	
7.1 - Institutional Values and Social Responsibilities	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
An atmosphere for gender equity and harmony has been created in our Government Kamla Nehru Girls College, Damoh. Our institute is the only girl's college in whole district. We try to nourish best culture in our students. To promote gender equality, special arrangements have been made for girl students on sensitive aspects. For this, separate feeding room for girl students is available in our institute. Lady guard at the entrance gate maintain the security of female students. Whole college campus is under CCTV surveillance. Separate sick room facility is also available to girl's students. Proper support, guidance and encouragement are provided by our teachers to the maternity girl students. As a result of this, married female students find suitable environment to carry out their studies. Students can continue their studies without any hindrance. With this effort, we are trying to promote gender equality as well as there is a continuous increase in the educational quality.	

File Description	Documents
Annual gender sensitization action plan	https://docs.google.com/document/d/1L7Sonk0Tyx2KCdCp97NiydDq2YJh3mA8/edit?usp=share_link&oid=102878611880861253305&rtpof=true&sd=true
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1nhb9YW3NivqWRfkMgUUyxpGe0CaLvXM/view?usp=share_link

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management - In this series, a "Gila Kachra Sangrahan" has been constructed in collaboration with the college administration and municipality of Damoh, next to the commerce faculty in the college for solid waste management. Here, the waste material extracted from the classrooms and laboratories of the college campus is disposed off. This dustbin plant is segregated in every 15 days with the help of the municipality. Incinerator is also installed in the campus which involves the burning of waste under controlled conditions. In this way, the college campus is cleaned regularly by separating the waste material from the college campus and laboratory.

E Waste Management:

The Computer Science and IT Department of the college has managed

their stock with reassemblymodification and up gradation of old systems to reduce generation of e waste. College has a learning workshop managed by Computer Science department; systems which cannot be reassembled are utilized for providing hardware based training to students.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1t0oFV-EAaHN3vbiG6K8npcYxgSeR_GEd/view?usp=share_link
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 1.Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

C. Any 2 of the above

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

An atmosphere for gender equity and harmony has been created in our Government Kamla Nehru Girls College, Damoh. For this, separate feeding room, sick room facility, etc. are available to girl's students. Apart from the normal classes, there is participation of girl students in awareness programs through debate competition, poster presentation etc. as well as to make the general public aware through the different seminars, workshops and rallies. Institute celebrates nearly all national commemorative days and some international commemorative days. For cleanliness and protection of environment, arrangement of sanitary napkin machine has also been made in the college. The NSS and NCC has been directly making intervention in the society in the form of camps, rallies, Eco friendly, Cleanliness Drives, Awareness program, etc. Our environmental ethic is to make sustainable and eco friendly campus. "Gila Kachra Sangrahan" has been constructed in collaboration with the college administration and municipality of Damoh. Incinerator is also installed in the campus which involves the burning of waste under controlled conditions. This institute focuses on energy efficiency by preserving natural resources through greenery in the campus, use of solar panels, LED bulbs, water conservation, etc. Smoking is strictly prohibited inside the campus.

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

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

Girl students are also made aware about the constitutional values, rights and duties. Apart from the normal classes, there is participation of girl students in awareness programs through debate competition, poster presentation etc. as well as to make the general public aware through the different seminars, workshops, nukkad natak and rallies. These are done in accordance with the NEP.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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 programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institute celebrates nearly all national commemorative days and some international commemorative days, like Yoga day, Women's day, Sport's day, Science day, Hindi day etc. The birth anniversary of Mahatma Gandhi, Lal Bahadur Shastri, Swami Vivekananda, great Indian freedom fighters and several other great philosophers, politicians, Poets, Novelist, etc. is celebrated every year in the institute.

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

7.2 - Best Practices

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

1) Sanitary Napkin Machine-

For cleanliness and protection of environment, arrangement of sanitary napkin machine has also been made in the college. The girl students get benefitted from this facility. They may find a better sanitary napkin at lower cost. It helps in keeping the hygiene of female students during menstruation. Several camps are arranged at institution level to give guidance to the girl

students by the female readers (NGOs) to take care of cleanliness and hygiene. Our institute tries to indulge the feeling of independency in the girl students during these painful days. This is an excellent and special initiative by the college in the direction of health awareness of the girl students.

2) Feeding room-

Arrangements have been made for the integrated feeding room for the mother-girl students. Encouragement and support is provided by our teachers to the mother-girl students, so that their continuous studies can be carried out. Girls can continue their studies without any hindrance, through this effort we are trying to promote gender equality as well as there is a continuous increase in the educational quality.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution is a well known institute for Girls' education. It has humanities, science, commerce, computer application, home science faculties. The institute has a tradition of regular classes, disciplined students, and experiential learning. The Vision, Mission and Objectives of the College aim at holistic women empowerment through education and counseling. Quality education is impossible without some innovations and use of non traditional methods. Teachers follow a number of techniques for effective student centric teaching - learning process. Students/staff have many opportunities to participate in project works, debate, quiz competition, games and sports and outreach programme or extension activities. Institute tries its best to meet the requirement of books by issuing books from library and providing free of cost books to SC, ST students. PG Departments have departmental libraries for reference and issuing to PG students. All the departments of science stream have laboratories rich in equipment and infrastructure where students get the practical knowledge of their subjects. The NSS and NCC has been directly making intervention in the society in the form of camps, rallies, Eco friendly, Cleanliness Drives, Awareness program,

National Integration, Gender Equality etc. Our environmental ethic is to make the College campus more sustainable and eco friendly.

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

7.3.2 - Plan of action for the next academic year

Plan of Action

- **Increase GER (Gross Enrolment Rate)**
- **Conduct Student Induction Program**
- **Conduct Alumni Meet**
- **Conduct Student Tracking**
- **Increase use of ICT and E-Content**
- **Organize Seminars/Conferences/Workshops**
- **Improve Learning Resources**
- **Enhance E-Governance**