



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		GOVT. MAHARANI LAXMIBAI GIRLS PG COLLEGE
Name of the head of the Institution		Dr. KUSUMLATA NIGWAL
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0731-2411696
Mobile no.		9425948499
Registered Email		hegnpgckind@mp.gov.in
Alternate Email		coordinatoriqacmlbgpg@gmail.com
Address		GOVT. MAHARANI LAXMIBAI GIRLS PG COLLEGE KILA BHAWAN, INDORE, 452006
City/Town		INDORE
State/UT		Madhya Pradesh
Pincode		452006

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Women																														
Location	Urban																														
Financial Status	state																														
Name of the IQAC co-ordinator/Director	Dr. RAJESH KUMAR PATHAK																														
Phone no/Alternate Phone no.	07312411696																														
Mobile no.	9424890347																														
Registered Email	hegnpgckind@mp.gov.in																														
Alternate Email	coordinatoriqacmlbgpg@gmail.com																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	http://mlbgpgindore.org/pdf/17-18%20IOA%20.pdf																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	http://mlbgpgindore.org/pdf/academic-calender-2020-21.pdf																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>73.25</td> <td>2004</td> <td>03-May-2004</td> <td>02-May-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.71</td> <td>2014</td> <td>05-May-2014</td> <td>04-May-2019</td> </tr> <tr> <td>3</td> <td>B+</td> <td>2.60</td> <td>2019</td> <td>18-Oct-2019</td> <td>17-Oct-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	73.25	2004	03-May-2004	02-May-2009	2	B	2.71	2014	05-May-2014	04-May-2019	3	B+	2.60	2019	18-Oct-2019	17-Oct-2024
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
				Period From	Period To																										
1	B	73.25	2004	03-May-2004	02-May-2009																										
2	B	2.71	2014	05-May-2014	04-May-2019																										
3	B+	2.60	2019	18-Oct-2019	17-Oct-2024																										
6. Date of Establishment of IQAC	15-Oct-2002																														
7. Internal Quality Assurance System																															
Quality initiatives by IQAC during the year for promoting quality culture																															

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National seminar on Painting and its interdisciplinary relation	15-Nov-2019 2	219
International Online exhibition on	06-Jun-2020 1	182
National webinar on Effect of corona pandemic on contemporary art, literature and society	20-May-2020 1	189
Golden jubilee with jugalbandi seminar & workshop	04-Jan-2020 2	270
Drawing & painting exhibition on folk art and culture of MP	15-Nov-2019 2	57
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

- Frequent meetings of IQAC
- Feedback from the students was analyzed and use for improvement
- National seminar, exhibition, conference was organized by drawing painting.
- Numbers of research papers were published in various journals of repute.
- Submission of AQAR

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
Preparation for NAAC committee visit	visit was successfully and achieved upgraded grade
To maintain sanitation hygiene	Installation of incinerator machine.
Green campus drive	Better quality air and really beautiful campus, smoothing for the mind and body
Preparation of AQAR	Preparation for the same
Enhancement of research activities	National Conference and workshop are organized. Published international journal with ISSN
Updating of College website	sharing of information and activities & live contact with all stake holders
Academic Audit	Preparation of format for the same
Student tracking for assessment	Student progression and placement details
Extra coaching for week students	Remedial classes by subject experts
Utilization of lock down period for knowledge enhancement	virtual seminar & international exhibition were organized. Number of webinars & e-workshops were attended by the faculty members.

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14. Whether AQAR was placed before statutory body ?

No

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

Yes

Date of Visit

04-Oct-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission	25-Feb-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution develops and deploys action plans for effective implementation of the curriculum by following the academic calendar issued by the department of higher education M.P. Govt. Bhopal. A staff council meeting is held at the beginning of the session, in which the entire chalked out action plan is discussed and conveyed by the principal to the staff members, for further effective implementation of the curriculum. Members of the staff are directed to follow the timetable designed by the time table committee. However the university has included many of the professors in designing the syllabus by appointing them as chairpersons or members of board of studies. The institution provides basic requirement to the separate departments for the proper & smooth functioning, each department has a departmental library and well equipped laboratories. For the up gradation of teachers and students, computers along with internet, Wi-Fi facility have been provided with latest teaching techniques, such as smart boards, LCD, OHP etc. Monthly lesson plans are prepared by the faculty, although syllabus is uploaded on the university website, each department keeps a hard copy of it in the department, which is also provided to the students. The contribution made by the institution for effective curriculum delivery and transaction of the curriculum provided by the affiliating university or other statutory board is by instructing the members of the staff to adhere to the given time table strictly and getting their daily diary and attendance registers are signed by the head of the institution at the end of the every month. The institution and its staff members have been actively contributing to the development of the curriculum as chairpersons and members of the board of studies, who play a vital role designing the syllabus for post graduate courses, M.Phil. /Ph.D. entrance exams and the course works. The departments of Music, Dance, and Bio-chemistry & Biotechnology design their own syllabi in the board of studies meetings of the affiliating university. Teachers use modern technology like lap-tops and computers for effective teaching.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Fashion Garment Designing	Nil	20/12/2019	30	Entrepreneurship	Apparel Designing
Fancy Art Festival special item Making packing	Nil	02/09/2019	47	Entrepreneurship	Art and Craft

Fashion Garments Designing	Nil	08/01/2020	30	Entrepreneur ship	Apparel Designing
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	dance, DP, Eco, Eng, Hin, Hist., H.S., M. Inst, M. Vocal., Poll. Sc., Psycho., Sansk., Socio., Urdu.	01/07/2019
BBA	Plain	01/07/2019
BCom	Plain, Tax, Office Mgt., Computer Application	01/07/2019
BLibSc	Plain	01/07/2019
BSc	Bio., Maths. Biotech, Biochem., Computer, Home science	01/07/2019
MA	Dance, D&P, Eco., Eng., Hind., Hist., M. Inst., pol. sc. Psycho., Socio.	01/07/2019
MCom	Plain	01/07/2019
MSc	Chemistry, Biochemistry, F&N, T&C	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	144	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Dance, D&P, Eco., Eng., Hind., Hist., M. Inst., pol. sc. Psycho., Socio.	188

MCom	Plain	73
MSc	Chemistry, Biochemistry, F&N, T&C	43
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>Feedback is an essential part of effective learning and also a vital component of successful learning and development. It helps students understand the subject being studied and gives them clear guidance on how to improve their learning. Feedback is more strongly and consistently related to achievement than any other teaching behaviour. This relationship is consistent regardless of grade, socioeconomic status, race, college setting. Feedback can improve a student confidence, self-awareness, and enthusiasm for learning. Effective feedback during the session can add the transition to higher education and may support student retention. Feedback was collected manually, analysed and action has been taken.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2794	940	19	66	85

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used
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ICT (LMS, e-Resources)	available	Classrooms	
No Data Entered/Not Applicable !!!			
View File of ICT Tools and resources			
View File of E-resources and techniques used			

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

All the students in the college are allotted mentors. The mentors collect full details of the students in a proforma. They solve the problems of student and guide them for their career as well. Many graduate students initially are not sure of what they will do with a graduate degree. Student's career goals are evolutionary and good mentors assist student with their professional evolution. Mentoring is important not only because of the knowledge and skills student can learn from mentors, but also because mentoring provides professional socialization, professional support to facilitate success in graduate school and beyond. Quality mentoring greatly enhances student's chances for success.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3734	85	1/44

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
57	57	0	7	53

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Suchitra Harmalkar	Professor	Madhya Pradesh Shasan Rajya Shikhar Samman (Classical Dance)
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The department of higher education has various modes of continuous internal evaluation (CIE) or CCE and the institute adheres to the set norms. The semester cell has been established in the institute for the proper functioning of the semester examination and CIE. The cell issues a time table for conducting CIE (CCE) which is circulated to the various departments and also

displayed on the notice board. The various modes of CCEs are as follows- • Class test • Group discussion • Group talk • Poster, chart, model preparation • Semi surprise test • Objective type questions • Power point presentation by the students • Preparation of Assignments

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

An academic calendar is to keep students, faculty, and staff reminded of key dates throughout the academic semester and year. It can also be useful for prospective students, alumni, and parents as well. Institute is running yearly course for under graduate students and for post graduate students semester exam pattern is followed as per the guidelines of higher education Bhopal. Academic calendar is prepared by higher education. Calendar is essentially followed by the college. It includes the beginning of the academic session, holidays, preparation leaves for students. The examination schedule is given by the university. The examinations are conducted as per the guidelines of the university.

2.6 – Student Performance and Learning Outcomes

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

<http://mlbgpgindore.org/pdf/Results.pdf>

2.6.2 – Pass percentage of students

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

2.7 – Student Satisfaction Survey

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

https://docs.google.com/forms/d/e/1FAIpOLSeqA5TDhM836pc1J8-lN_V2BRzn0On1dv00_KGfbm7BKq904hw/viewform?usp=sf_link

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Chemistry	1
Dance	1
Drawing and Painting	1
English	1
Hindi	2
History	1
Home science	2
Psychology	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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

Department	Number of Publication
Urdu, Book Chapter	1
Urdu, Book Author	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

[View File](#)

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

Number of Faculty	International	National	State	Local
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No Data Entered/Not Applicable !!!

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

[View File](#)

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
wall Painting on jila Panchayat Bhawan for voter awareness	Recognition	District Administration	11
Nukkad natak	District level first prize	Department of food civil supplies and consumer protection	13

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Mission	Panchayat evam gramin Vikas Vibhag Madhya Pradesh Shasan Bhopal	Lok-Chitro se Swachhata Samvad Abhiyan	1	11

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10200000	10086904

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	College Version	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	48844	3065428	0	0	48844	3065428
Reference Books	2223	561713	0	0	2223	561713
e-Books	23	0	0	0	23	0
Journals	3	5000	0	0	3	5000
e-Journals	6000	5900	0	0	6000	5900
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	1	0	0	0	1	0
Weeding (hard & soft)	2970	45056	0	0	2970	45056
Others (specify)	17	7310	0	0	17	7310

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	80	1	2	4	1	4	22	14	0
Added	8	0	0	6	0	0	0	86	0
Total	88	1	2	10	1	4	22	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3400000	3313155	4500000	4445225

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

There are established systems and procedures for maintaining and utilizing physical, academic, and support facilities- laboratory, library, sports complex, computers and classrooms etc. The existence of any institute is based on the building, its infrastructure, and students for imparting education to the student. Basic facilities, like class rooms, laboratories with proper arrangement of light, ventilation and furniture etc. are required. This facilitates the quality level of education. Govt. MLB girls PG College Indore has always made an effort to provide maximum facilities within available resources. Professor and other college staff have contributed to enhance the ambiance. There is a committee to look after the maintenance, repair, and construction work related to college building. Maintenance of computers is mainly done by the technicians of the college. The laboratory equipment's are maintained at the departmental level by the lab technicians or by hired technicians. For maintenance of electric goods, services of an electrician are taken. The first and foremost requirement of any institute is clean and safe drinking water. The college has functional RO water coolers. To meet the requirement of the sports ground, Narmada pipe line connection has been taken. Two shades have been built on the ground to provide shelter to the students. The only hall where cultural and academic activities are conducted was renovated. The college garden has been beautified.

<http://mlbgpgindore.org/Facilities.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	State scholarship	2600	18668991
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

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

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
NET	1
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The purpose of the student participation is to give students an opportunity to develop leadership by organizing and carrying out college activities and service projects. In addition to planning events that contribute to spirit of community welfare, the student participation is the voice of the students. In the institute, the relationship between the teacher and taught is not restricted to just the class room interaction, students have a very smooth and healthy relationship with the professors and discuss all their problems, personal as well as related to the college. The motive behind the student participation is to seek their suggestions on academic and administrative aspects of the institute.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NA

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

- Under the able guidance of principal and administrative officer various committees are formed for implementing plans within stipulated time period.
- Separate well equipped rooms are allotted to each department, which provide operational autonomy.
- The head of the departments are given freedom and flexibility to take their own decisions in the interest of students and departments.
- Culture of participative management is promoted by forming various committees.
- Meetings are held, periodically by the principal of the institutions with head of departments and committees to discuss issues and take decisions related to students, academic activities and progression of college.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p>One of the most important committee formed by the head of the institute at the beginning of the session is the admission committee. Other sub committees were also formed for class wise admission in different streams. The process of admission takes place initially in three rounds followed by two CLC rounds. Student taking admission in UG and PG classes hail from different boards like CBSE, state, ICSE and have different levels of competence. Admission process is online and on the basis of merit. Reservation policies for the admission of the SC, ST, OBC students are adhered to as per the rules of higher education Bhopal. Student taking admission in graduate and post- graduate classes was provided free ship if their parents/guardians come under the category of Asangathit Karmakar.</p>
Human Resource Management	<p>Principal is the head of the Institution who appoints a Nodal officer and an administrative officer. Principal along with the Administrative officer constitutes various committees comprising of conveners and members. The college being a Government institution, all service rules are followed as per the statutory rules of the state government. Similarly all the appointments are done by the Department of Higher Education, Bhopal and PSC. For the self-finance courses, appointments are made through advertisements as per vacancies on the basis of merit and for scrutiny, a committee is formed at college level for their appointments. The promotion of regular teaching staff are performance based, or as per seniority. Appointments of office staff (Class III, IV) like head-clerk, accountant, lab technicians, Lab servants is made through state government.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>There are establish systems and procedures for maintaining and utilizing physical, academic, and support facilities- laboratory, library, sports complex, computer classrooms etc. Library is an integral part of any educational institute. The</p>

institute has a well-established automated library. In library a state of the art integrated library management system (ILMS) that is SOUL-2.0 is available. It is developed by the INFLIB centre Ahmedabad, Gujarat. The library is working on the concept of digital library, for this the same has facility of computers, one barcode printer. One barcode reader, one laser printer, photocopy machine, scanner, internet connection of 512 kbps, one router with modem of four port and CCTV camera. The library also has an e-library which comprises of ten computers with internet facility. Users can access e-resources from remote place. IT facilities have become an integral part of every institution, which needs to be updated from time to time. In order to improve and upgrade ICT facility in college, the institute uses many ICT tools of latest technology. The department of computer has projector, computers, scanner, printers, internet and wi-fi facility. The college has a virtual class room and ten smart class rooms. Virtual class has the facility of live video classes and students attend online lectures of various subject experts. Student avail this facility for career counselling, Yoga, competitive exams etc. The existence of any institute is based on the building, its infrastructure, and students for imparting education. Basic facilities, like class rooms, laboratories with proper arrangement of light, ventilation and furniture etc. are required. This facilitates the quality level of education. Govt. MLB girls PG College Indore has always made an effort to provide maximum facilities within available resources. Professor and other college staff have also contributed to enhance the ambiance. There is a committee to look after the maintenance, repair, and construction work related to college building. Maintenance of computers is mainly done by the technicians of the college as and when required. The laboratory equipments are maintained at the departmental level by the lab technicians or by hired technicians. For maintenance of electric goods, services of an electrician are taken.

The first and foremost requirement of any institute is clean and safe drinking water. The college has functional RO water coolers. Sewage line has been repaired. To meet the requirement of the sports ground, Narmada pipe line connection has been taken. Two shades have been built on the ground to provide shelter to the students. The only hall where cultural and academic activities are conducted was renovated. The college garden has been beautified.

Research and Development

The institute has well qualified and experienced faculty, most of them are having more than thirty years of experience. There are fifty seven regular professors, out of which fifty three professors have Ph.D. degree. There are twenty eight guest faculties, out of which ten teachers have doctoral degree, six have cleared NET and five have done SLET. Twenty four faculty members are registered guide. Institute is research centre for six subjects namely: Chemistry, Drawing Painting, Dance, and English, Home science and Psychology. Incentives are provided to teachers for research in the form of duty leave and study leave. Institute has a well-established main library each department has a separate library which is used for research work by the students and faculty. Teachers and students (Ph.D. Scholars) avail the facilities of the laboratories. The institutes provide computer and internet facility to enhance research work. Eleven numbers of students have been awarded Ph.D. degree in the year 2019-20. Ten numbers of papers have been published in National journals and twenty three in international journals of repute. Two hundred and eight seminars/ conferences, twenty six workshops, seventeen Faculty Development Programmes and two Short Terms Courses have been attended by the faculty. The members of the staff utilized their time during the lock-down period in a fruitful manner.

Examination and Evaluation

The examination system of the institute is based on annual as well as semester system hence the semester cell committee is constituted for the smooth functioning of examination related work. The committee carries out various

activities throughout the academic session. Academic calendar is issued by the department of higher education Bhopal for the year 2019-20. Class wise list of the students, scheduled time table for CCEs, project and practical exam 2019-20 were provided to the related departments. To maintain smooth functioning of evaluation process a semester cell has been constituted. The cell makes strategic plan for conducting CCEs as per the schedule. The time table for CCEs is displayed and circulated well before time. Flexibility is provided to students regarding mode of CCEs by offering many options. Like assignment, Written test, oral test, poster making, chart making, group discussion, paper presentation and so on. In case of any emergency like sickness or family function, events, the students are allowed to take the test at some other convenient date. A complete transparency is maintained in internal assessment. The signatures of students are obtained in the mark sheets before dispatching to the university. At the occurrence of any grievance from the students regarding CCEs or marks, immediate cognizance is taken by the semester cell to sort out the issue.

Teaching and Learning

The institute makes sincere efforts to strengthen the teaching Learning process. Bridge classes are held at the beginning of the session to make the students familiar with their respective subjects. Induction program was organized for the new admissions in which students were introduced to the college and the various facilities available in the premises. They were also informed about the various scholarship offered by the state and central government so that the students can take advantage of them. Students were taken for industrial visits and for field survey under projects and internships to expose them to the outer world and opportunities. The institute has continuously been making efforts to increase the ICT facilities as a consequence the institute has smart class rooms and Wi-Fi facilitated campus. Teachers use these facilities by teaching them through power point presentations. Students are also informed about subject related website

to gain additional information. The institute has well-equipped laboratories with sufficient equipments and materials for performing practical's.

Curriculum Development

A Government MLB girls PG College Indore is a multi-disciplinary institute. It offers under graduate and post graduate courses in arts, science, and commerce. At under graduate level it offers 06 programmes i.e. BA, B.Sc., B.Com., BBA, B.Lib., B.Sc. (home science), whereas at PG level it runs 15 programmes in MA the subjects are Dance, Drawing Painting, Economics, English, Hindi, History, Home science, Instrumental Music, Vocal music, Political science, Psychology, Sociology, M.Sc. bio-chemistry, Chemistry, M.Sc. Home Science (Food Nutrition, Textile Clothing) and M.Com. are offered at post-graduation level. As it is a government institute the framed syllabus of UG level is followed as Prescribed by the department of higher education, Bhopal and at PG level it follows the syllabus of Devi Ahilya University Indore. Hence the professors of the institute have limited flexibility to frame or make amendments in the syllabi. However chairpersons and members of board of studies in consultation with the subject teachers of the different colleges are entitled for doing certain relevant changes in the syllabus.

Industry Interaction / Collaboration

Visit to various related industries were organized to expose the students to the outer world of which they can be part of it in future. Visit to MSME was organized to acquaint the students to the various skill development programs organized by the same. Students regularly visit sanchi milk industry to understand the processing of milk and milk products. Quality testing norms were well explained. The students of library science visited Devi Ahilya library to understand the working of a bigger set up at the university level. Students of chemistry department visited M.P. Pollution Control Board Indore. The purpose of the visit was to understand the methods of testing air and water pollution. Students of chemistry department visited IPCA laboratory a Pharma company for

industry exposure. Students of chemistry department visited Shilpa Chem industry where Ayurvedic medicines were manufactured.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The system of e-governance has been incorporated for quick and efficient functioning in varied areas of institution. Department of Higher Education uploads all instruction of its website. Planning is the first and most important part in development activities. Various committees are formed for its implementation. They meet periodically to discuss on those aspects on web platform. The planned activity and its implementation progress available on institutional website. The process of procurement is to a great extent has been through GEM portal (which is government of India's e-market).</p>
<p>Administration</p>	<p>All official correspondences are paperless- via e-mails. The institute intimates the faculty and other staff regarding official notices either on individual e-mail or through college whatsapp group. All activities in conducted in college are put on the institutional website.</p>
<p>Finance and Accounts</p>	<p>The salary of teaching and non-teaching staff, reimbursement of arrears and all financial transactions are done through e-governance. Even the scholarships to the students are paid online in their respective bank accounts. There is no cash transaction all payments are through NFFT/RTGS. Admission and examination Fees are also collected online. The institute has recently purchased finance management software for smooth and transparent accounting process.</p>
<p>Student Admission and Support</p>	<p>Admission of the students is done online. Online admissions are totally on the basis of merit. The process, filling of examination forms and declaration of result is online. The disbursement of various scholarships also takes place online. Intimation regarding time table of CCEs, examination dates, revaluation forms are received online.</p>

Examination	The process of examination is conducted online. It takes place through the following heads- <ul style="list-style-type: none"> • Approval of examination forms • Online generation of admit cards • Attestation forms • Daily reporting of absentees at the time of examination • Marks entry • Mark sheets and results are generated
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6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	NIL	NIL	NIL	0
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Virtual Short Term Course	2	25/03/2020	30/06/2020	7
Virtual Faculty development Programme	17	25/03/2020	30/06/2020	7
Virtual Workshop	26	25/03/2020	30/06/2020	2
Virtual Seminar /Conference	208	25/03/2020	30/06/2020	2
Induction Training Programme	2	20/01/2020	25/01/2020	6
Induction Training Programme	1	03/02/2020	08/02/2020	6

Orientation Programme (Online)	1	26/06/2020	24/07/2020	28
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, GIS, Gratuity, Medical leave, Earned leave, Maternity leave, Medical bill R-imburement, Festival advance, Optional leave, Casual leave, Marcy Appointment, Childcare leave	GPF, GIS, Gratuity, Medical leave, Earned leave, Maternity leave, Medical bill R-imburement, Festival advance, Optional leave, Casual leave, Marcy Appointment, Childcare leave	Different scholarship schemes (Post metric Scholarship for ST,SC,OBC, Medhavi yojana, Central Sector, Vigyan Protsahan, Awas yojana for ST/SC, Pratibha kiran yojana, Gaon ki beti yojana, Awagaman yojna, Karmkar/Sambal yojana) Provided by state government And National Scholarship for minorities. Student insurance scheme.

6.4 – Financial Management and Resource Mobilization

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

The college has a mechanism for both internal and external audit the institute has appointed competent chartered accountants who visit the college to check, cash books, vouchers, income and expenditure statement and the balance sheet periodically. The college conducts audit of all government grants from which ever source the grant is received like UGC, RUSA state government and university. The audit report showing the utilization of grant is sent to the concerned authority. The external audit is carried out by a government auditor appointed by the department of higher education. The audit was conducted in June 2019. If audit objection are found, the college works on it and takes necessary steps to solve those objection.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

NIL

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

NIL

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

1. Planing to organize FDP and Seminars 2. Planing to take feedback from parents. 3. Planing to make frequent student satisfactory survey. 4. Planing for academic audit.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Lecture on Political Rights of Women	04/03/2020	04/03/2020	60	0

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

Percentage of power requirement of the University met by the renewable energy sources
33.28 percentage of power requirement of the college met through LED bulb.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Provision for lift	No	0

Ramp/Rails	Yes	10
Braille Software/facilities	Yes	2
Rest Rooms	Yes	12
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
The Madhya Pradesh civil services rules 1965	01/01/2019	www.indianemployees.com/acts-notes/detail/madhya-pradesh.civil-services-conduct-rules-1965

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

1. Nakshatra garden 2. Plantation of Fruit giving plants 3. Plastic free campus 4. Feeding of peacocks and squirrels 5. Improving ground water level
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>Best Practices: I- Clean and Green Campus - Environmental pollution has become one of the major issues these days. Because of the rapid industrial growth, the most precious heritage of man-kind, the natural environment is in great danger. Environmental pollution causes Global Warming, which is a threat to the whole civilization. Since the college is situated in the midst of an industrial city where environment is affected by increasing smoke, gases, fumes and dust, it became more necessary to take an initiative for maintaining a campus to neutralize the effect of carbon and to maintain purity of environment.</p> <ul style="list-style-type: none"> • The college has a vast campus surrounded by green trees in abundance. • The extensive plantation in the college premises helps in keeping the environment clean and green. Every year fund is allocated to maintain the greenery of the college. • Two gardeners have been employed for the maintenance of gardens and plants. In every new session different variety of saplings are planted. • To
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make the students acquainted with plants and trees, their nomenclature has been done. • Many birds and squirrels are attracted due to green foliage and inhabit the campus, especially peacock which is a national bird. • Besides this, a Nakshatra Vatika has been developed as per the planets of solar system. • Vegetable peels, fallen and dry leaves are used for producing organic manure through varmi compost which helps in the growth of plants. II- Water Conservation: Scarcity of water has become a national problem. People in general severe water crisis, this is chiefly because of deforestation which has continued for the part many years. New various measures to save-water and to increase the ground level-water are initiated both by the government and private agencies. However the institute has never faced any water-crisis in part. This could be possible because of the awareness and consciousness of the institute following measures have adopted by the institute for conservation of water. • College has always been vigilant regarding water conservation. • The campus stretches over area of 13 acres, out of which only 30 of land comes under constructed area. • The rest 70 of the land area has not been concretized as paver's blocks have been partially installed for the convenience of commuters. • Concretization of college campus has deliberately been avoided for the unhindered perforation of underground water. • The institute also took measures to install water-harvesting system in hostel, main-building, rear-block, near sports department and near cycle-stand to ensure sufficient and adequate provision of water supply for future. • Due to these efforts, water has been accumulating under-ground and has saved the institute from facing water-scarcity throughout the year. • As a result of conservation of water the college has been able to fulfill the requirement of water not only of college but also of the 02 blocks of hostel, for watering the trees and plants of this huge campus and for maintaining the cleanliness of college.

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

<http://mlbgpgindore.org/pdf/Best%20Practices.pdf>

7.3 – Institutional Distinctiveness

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

In the year 1963, the college came into existence with a modest number of 28 students since then there has been a constant increase in the number of admissions due to the sincere efforts of teachers and staff. By year 2004 at the time of the first accreditation of NAAC, the number of students reached up to 1750 and the college was awarded 'B' grade. In 2014 that is at the time of the II cycle of accreditation the strength was 2625 and the institute scored 2.71 C.G.P.A. (B grade) The chief vision of the institute is make the girl students not only self-dependent but also to explore their potential and scale the heights of success. As a consequence, the institute has been giving almost 90-95 result every year with a minimum number of failures and a few dropouts. Professors adopt variety of methods for CCEs like group discussion, paper presentation, poster making, Quiz etc. Dance is a only PG department in entire Madhya Pradesh. It is a proud moment for the college to have such a department. All the faculty members are performing artist of National and International fame. Dr. Suchitra Harmalkar Head of the dance department has many awards to her credit which are as follows - Shrangar Mani award, Phadke Samman, Shikhar Samman , Abhinav Kala Samman and many more. The students of the department are being trained by teachers of National Fame. Same goes with Drawing and Painting, very few colleges in M.P. have this subject. Students from all walks of life came to institute for this particular subject. Teacher and students have outstanding skills and participate in various exhibitions and win awards at National and International level. To name a few World record 3030 feet

Sanjha Folk art, speed painting of Gandhi ji in 3 min. (World book of record London), 3000 square feet Rangoli (World book of records) , Art discovery excellence award Bangkok . Music teachers and students are into stage performance.

Provide the weblink of the institution

<http://mlbgpgindore.org/>

8.Future Plans of Actions for Next Academic Year

IQAC analyses the requirement of the institution regarding the infrastructure and accordingly makes proposals. IQAC makes persistent efforts for the development of college. For the up graduation of institute many proposals have been sent to the World Bank which includes renovation of many departments' laboratories, research development, and facilities for especially abled students and environment friendly initiatives. 1. Construction of new block for classrooms and laboratories. 2. To organize faculty development programme to enhance the knowledge regarding fine details of all the seven criteria's of NAAC. 3. To organize national and international seminar/webinars. 4. To start more certificate/Add on courses. 5. To start B-Voc courses. 6. To organize workshop for the students and faculty. 7. MOUs with well-known institutes for collaboration. 8. Academic audit 9. Green audit 10. Tally software / Finance management software Note- Due to lock down being declared college was closed hence many activities which were planed will be given priority in the upcoming year.