SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GOVT. MAHARANI LAXMIBAI GIRLS PG COLLEGE

GOVT. MAHARANI LAXMIBAI GIRLS P.G. COLLEGE KILA BAWAN, INDORE
452006
www.mlbgpgindore.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

In the year 1963, the college came into existence with a modest number of 28 students. Since then there has been a constant hike 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 upto 1750 and the college was awarded 'B' grade. In 2014 i.e. at the time of the II cycle of accreditation the strength had reached almost 2625 and the institute scored 2.71 C.G.P.A. (B-Grade)

The chief vision of the institute ever since has been to make the girl students not only self dependent but also to explore their potential and scale the heights of success. At the time of admission an advisory committee is formed which guides students to select the right stream to pursue their studies. Each professor is allotted specific number of students as mentor and to add to it, if any member of the staff or student undergoes any sort of mental stress, the professors of the department of psychology volunteer their services to provide counseling to them maintaining their confidentiality. The concern and involvement of the staff strengthens the morale of students and helps them to focus their attention on their academics and other creative activities.

As a consequence, the institute has been giving almost 90-95% result every year, with a minimum number of failures and a few drop outs. Instead of adhering to the traditional mode, professors adopt variety of methods for CCE's like group discussion, paper presentation or reading, poster making, oral tests etc. This builds up the confidence of students and provides them a platform to explore their potential. Most of the students after taking their under graduate degrees continue to pursue their P.G. or other degrees like B.ed, M.B.A., or Ph.D. Additional support is also provided to them through career guidance and placement cell which round the year organizes classes on communication skills, personality development, soft skills, preparation for competitive exams and so on which helps in grooming their over-all personality.

Vision

Teach the students to explore their potential,

Pursue their goal believe in it and have determination to achieve it.

For great heights can be achieved only through

small steps.

Mission

- To stimulate academic environment for promotion of quality in teaching, learning and research.
- To provide equal opportunity to students coming from backward and weaker sections of the society.
- To empower women politically, educationally, economically and legally.
- To develop the scientific temper, humanism, spirit of inquiry and reform amongst students.
- To develop skills, technical competencies and knowledge for employability and global competitiveness.

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- To inculcate moral, rational and aesthetic values amongst students for increasing sensitivity and accountability to society.
  - To preserve, protect and promote social harmony.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The college is almost centrally located which gives an opportunity to girls for receiving education coming from economically weaker sections of the society.
2. It is one of the oldest girls institute of Indore for higher education.
3. Being an old fort, it has a unique structure.
4. The institute offers a variety of programmes at UG and PG level. The department of Drawing and Painting is the only department in Indore division.
5. The institute has extensive plantation which enhances the beauty of ambience.
6. Out of 50 regular professors 46 hold the doctoral degree. 21 professors of the institute are research guides under whose guidance 56 candidates have been awarded the degree of Ph.D. and many are pursuing their research work.
7. Professors of various departments have published their research papers in national and international journals and have attended workshops and training programmes.
8. Each department is well equipped with computer facility and internet facility. Some departments have photocopier machines, LCD and smart-boards.
9. For practical subjects well equipped laboratories have been developed.
10. Library of the institute is automated with 12 computers, photocopy machine and printer.
11. N.S.S., N.C.C. and Red Cross unit of the institute work throughout the session instilling the spirit of togetherness, fellow-feeling, social responsibility patriotism, communal harmony and dignity of labour amongst students.
12. The institute has adequate facilities for sports. There are grounds for volleyball, basketball, kho-kho, kabaddi, hockey, cricket and athletics which help to encourage students to actively participate in sports activities and provide them an option to choose it as a career as well.
13. The Career Guidance and Placement cell is a strong unit of the institute. It organizes classes of varied fields for the overall development of students. The cell also holds career and placement fairs for providing job opportunities to the students. Besides this, it also conducts personality development classes.
14. For maintaining, transparency and safety of the institute, CCTV cameras have been installed at many places. which help in monitoring the activities of the institute.
15. To conserve water, waster harvesting system has been introduced.

Institutional Weakness

1. The college being a fort has a very old building or structure and requires frequent renovation and repairs.
2. Since the strength of college has been increasing every year, limited nuxmbers of class-rooms are not sufficient to hold the increasing number of students.
3. Inadequate space in library for users.
4. Lack of initiation in under taking major and minor research projects.

5. Majority of students hail from weaker sections of the society and are not well versed in communication skills and spoken English which prove a hindrance in their better placement.

No new recruitment for the regular post of Professors has been made despite the increase in number of students. Also, some of the Departments do not have required number of post according to the norms of UGC for Post Graduate Courses.

Institutional Opportunity

1. The location of the college provides an essay accessibility to the girl students coming from under privileged sections of the Society for Higher Education.
2. The vast area of college provides scope for the construction of new academic blocks, laboratories and a spacious auditorium.
3. Ceaseless activities of career guidance and placement cell provide opportunity to students in getting jobs.
4. ICT facilities of the institute facilitate staff and students to keep them update.

Automation of the library and an increase in the number of computers provide an easy accessibility to the latest books and journals.

Institutional Challenge

1. Since a large number of girls hail from orthodox and conservative families, it becomes challenging to convince the parents to allow their wards to continue to take higher degrees and pursue a career.
2. Due to lack of adequate knowledge of English language and communication skills, girls find it difficult to face the global competition.
3. To accommodate students in limited number of classrooms in the present college building.

Unavailability of conveyance for the students coming from far off areas of the city.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Government Maharani Laxmibai Girls P.G. 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. B.A., B.Sc., BBA, Library Science and B.Sc. (Home Science) , whereas at P.G. level it runs 15 programme in M.A. the subjects are Hindi, English, Political Science, History, Sociology, Economics, Psychology, Instrumental Music, Drawing & Painting and Dance. M.Sc. Chemistry & Biochemistry, Home Science (Food & Nutrition, Textile & Clothing) and M.Com. are offered at Post Graduate level.

As it is a Government Institute, the framed syllabus of U.G. level is followed as prescribed by the Department of Higher Education, Bhopal and at P.G. level it follows the syllabus of Devi Ahilya Vishwavidyalaya, Indore. Hence, the Professors of the institute have limited flexibility to frame or make amendments in the syllabi. It is done only by the professors who are chairpersons or members of various board of studies.

The implementation of the curriculum is effective and time-bound and the institute ensures that it is strictly followed. The department of Higher Education, issues academic calendar at the beginning of the session which is followed by the teaching staff. The head of the Institute calls the staff councils meeting twice, once at the beginning of the session in which the entire chalked out plan for the session is discussed and conveyed to the staff to implement the curriculum effectively and teachers strictly follow the time-table prepared by the committee. To upgrade and enhance the quality of education, the institute provides various facilities like separate departments, computers, internet facility, and departmental library. It also makes consistent effort for upgrading the infrastructure.

The institute provides a wide-range of combinations of subjects to the students to cater to their field of interest at Under Graduate level. As for the development of curriculum, many professors being chairperson and members of the Board Studies of the affiliating University of the college play a vital role in designing the syllabi for the programmes of Post Graduation, M.Phil and Ph.D. course work.

Teaching-learning and Evaluation

The Institute has been witnessing a constant increase in the strength of students. Different categories of students take admission and the institute remains vigilant and takes keen interest in catering to the academic and other needs of students. All possible efforts are made to achieve academic excellence. Institute maintains transparency in the admission process strictly as per the norms of the Department of Higher Education, Bhopal. Reservation policies for the admission of SC/ST/OBC and differently abled students are adhered to. All the details of the college are available on the college website www.vlbcindore.org which helps students seeking information at the time of admission.

The teachers adopt various modes and methods to deal swith the students of diverse abilities. Teachers are appointed as mentors to students, to maintain an active communication between the teacher and the taught. Besides this, every professor provides notes and extra coaching to the students with weaker learning abilities. Various measures are taken to improve the comprehensive and practical knowledge of the students through projects, internship and field visits, which help them in delving deeper into the subject and give them an opportunity to ensure the job prospects in their respective subject. Even the professors continuously keep themselves involved in academic activities by attending and presenting research papers in National and International Seminars / Conference. They also attend workshops and training courses throughout the year.

The Institute has separate departments with well-established departmental libraries, laboratories, computers with internet facility help in providing optimum facilities to students and teachers. To develop the overall personality of students, the institution organizes various curricular and co-curricular activities to unfurl their hidden talents.

The departments forms activity and literary clubs, exhibitions or fairs are also organized in which students exhibit and sell their self-made articles. Sports facilities like-provisions for in-door and out-door games provide opportunities to the students who aspire to make their career in sports. Different modes are adopted to assess the academic performance of students through CCEs surprise tests, group discussions, class seminars etc. Feed-backs regarding syllabus and teachers' performance are also taken from students.

Research, Innovations and Extension

The institution endeavours to develop scientific temper and research culture and aptitude amongst faculty and students For this a research committee is formed to monitor and address the issues of research. It is a recognized Research centre for six subjects i.e. English, Chemistry, Dance, Drawing and Painting, Home-Science and Psychology. 24 professors of the institute are registered guides 66 Scholars have been awarded their doctoral degree in last five years. The institute has ICT facilities like computers, internet availability of wi-fi, printers, photo copier machines and well-developed library.

Out of 50 regular Professors of the institute 46 have the doctoral degree. Support and encouragement is provided to the faculty at institutional level. Like study leave, TRF and duty leave to promote research-work.

In these 05 years, the college has organized 02 International and 02 National conferences and seminars. In 2014, the department of Drawing and Painting organized a National Seminar on "Composition of Colours" In 2015, the Departments of Music and Dance organized a National Seminar on "Sangeet mein Navachar" Two International seminars were organized by the department of Hindi in the years 2016 and 2017 respectively titled 'Saskriti, Samrasta our Sahitya' and other one was 'Vigyan, Adhaytm aur Bhartiya Sahitya' Research papers were published by the faculty members in different journals of National and International repte. In all 56 workshops were attended by the teachers.

The N.S.S. and N.C.C. are the important units of every educational institute. Both the units inculcate the spirit of fellow feeling, discipline, social responsibility, community feeling, for which they volunteer their services. N.C.C. and N.S.S. camps are organized at various places under the able guidance of an N.C.C. officer and N.S.S. officers, 107 girls are registered as N.C.C. cadets and 210 girls are registered under N.S.S. The N.S.S. unit through camps in rural areas create awareness amongst them about hygiene, death hazards of polythene, de-addiction female foeticide etc. The N.S.S. officer of the institute has been awarded as the 'Best Programme Officer for the year 2014-15.

Infrastructure and Learning Resources

The College runs in an old fort has been running Since 1965, hence frequent repairing and renovation becomes mandatory. The institute receives allocation of funds under various heads like UGC, RUSA, from State Government or 'Janbhagidari' which is used for the maintenance and development of infrastructure and for the and up gradation of ICT facilities, furniture etc. To facilitate the process of teaching and learning.

The College has a large campus which encompasses 03 academic blocks, 01 Principal's Chamber, 04 rooms for the office staff, 20 class-rooms, 04 store-rooms, 13 well-equipped laboratories, a staff-room, 01 girls' common-room, a conference-hall with a capacity of holding 250 people and two wings of hostel. The institute also has 22 departments facilitated with computers and Internet facility, room-coolers, 06 sets of gents and ladies washrooms in separate blocks.

The college has 09 ICT rooms equipped with smart-boards, computer, projector, screen, invertors and almirahs. The institute has wi-fi facility. Students have been provided with smart phones by the Department of Higher Education, Bhopal. Availability of 24 hours wi-fi facility enables student and staff for the smooth and easy access to their course materials. It has a rich library which is automated, it spreads in an area of 2000 sq. ft., comprising of 01 stack hall, 01 covered verandah (a reading room) 12 computers with internet facility. The library has a subscription of 07 news-papers, journals, e-journals and magazines. It has collection of books, journals and rare books. It also has INFLIBNET.

The IT infrastructure is well-developed and updated. It has 60 computer with internet facility, 03 interactive boards, 07 multimedia projectors, 10 printers and 12 scanners. Virtual classroom has been established in which students attend lectures on different subjects aired from Bhopal. Voltage stabilizers are installed for maintaining various electrical gadgets.

For the students active in sports, the sports department maintains a mini gym indoor games like chess, carom-board, table-tennis and judo-karate are also available. It has 03 well developed sports grounds for hockey, cricket, athletics, volley-ball, kho-kho and kabbadi and basket-ball.

Student Support and Progression

The institute since its inception has been working ceaselessly for the progression of students. It takes all initiative measures for the welfare of students. Detailed information regarding criteria for admission, rules and regulations various courses, fee structure and other facilities available in the institute are displayed on college website. As a result of which there is constant increase in the strength of students with the passage of time. Since majority of students hail from economically weaker sections of the society (SC/ST and OBC students), they are provided various scholarships to continue their studies and complete their degrees. Meritorious students also get financial help under 'Medhavi Chhatra Yojna'. Teaching and non-teaching staff always endeavour for the development of students' personality through curricular, co-curricular and extension activities which help them achieving their desired career or goal. Specific number of students are allotted to every teacher who is a mentor to them for solving their problems personal or related to the institute. Besides this, there are also grievance redressal cell, anti-ragging and sexual harassment cells to pay heed to their complaints.

There is a Career Guidance and Placement Cell which conducts a number of programs to make the students aware about various job prospects. The cell runs many add-on and value-added Courses to make the students competent and self-reliant. As a result of which many girls are running their coaching institute, boutiques, organize exhibitions, working as dieticians, serving in schools as teachers, doing jobs in industries, banks and other sectors. The performance of students is also remarkable in sports and cultural activities and have brought glory to the institute by winning prizes and medals at university / zonal / state / national level.

N.S.S. and N.C.C. are very significant units of the institute and motivate students for their active participation and constructive contribution to society through a number of programs. Camps were organized in villages and many activities were conducted. The institute keeps its interaction with its students as alumni even after they leave college and seek their suggestions for the development of the institute and its students.

Governance, Leadership and Management

Principal is the head of the institution who appoints an administrative officer and forms committees for smooth functioning of curricular and co-curricular activities. An IQAC is constituted to chalk-out its plan for the quality enhancement and progress of the institution. The Principal as head of the institution ensures that the stated mission of the overall development of the institute is executed with the co-operation of all the members. The committees formed at the beginning of every session are assigned various tasks to perform under the supervision of a convenor who monitors and executes the plan within the stipulated time period. The principal holds staff council meetings at least thrice a year related to major issues like, admissions, annual function and examinations. Besides this, principal also calls meetings with members of the staff to execute the orders

received from the department of higher education, Bhopal, from time to time. For the effective and efficient functioning of college, notices are circulated amongst the staff members whenever required. Decisions regarding official matters and financial matters are made through meetings with the office staff, and for the up gradation of institute, the available fund is effectively utilized. External and internal audit is also conducted. The performance of the teaching staff is evaluated at the end of the financial year annually by the Principal which is further sent to the Commissioner, Higher Education, Bhopal. Whereas, the self-appraisal forms of the non-teaching staff after being evaluated by the Principal are sent to the Additional Director, Higher Education, Indore Division. By the end of the session all the proposed and implemented plans are evaluated and reviewed by the head and other members of IQAC.

Institutional Values and Best Practices

Govt. Maharani Laxmibai Girls P.G. College, throughout the year takes various measures to make girls confident self-dependent and self-reliant. For this lectures on self-defence and women empowerment were arranged. Ramps and rest room were made for the convenience of physically challenged students. To instil the spirit of patriotism all the national festivals, birth/death anniversaries of the great Indian personalities were celebrated with great zeal. Throughout the year, on special and relevant occasions, lectures and programmes were organized on national integration, communal harmony and social cohesion, fundamental duties, parliamentary proceedings and many more. Girls have been very enthuriastically joining N.S.S. unit which helps students in developing the basic human traits like co-operation, coherence, fellow-feeling and social responsibility. They volunteer their services not only in college, but also work for the betterment and upliftment of the unprivileged, deprived and illiterate. Camps are organised by the unit in the neighbourhood villages and localities. The institute has a green ambience, and continuous efforts are made for retaining the greenery through plantation, green audit, installing the water harvesting system and developing pit for organic compost. Besides this to save electricity, the use of number of LED bullbs has been increased. Steps are taken for the proper waste management girls join NSS and NCC units and sports which make them responsible human beings

As a consequence of major initiatives taken in curricular and co-curricular activities there has been a substantial rise in the number of admissions and also the overall performance of students has been positive.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. MAHARANI LAXMIBAI GIRLS PG COLLEGE
Address	GOVT. MAHARANI LAXMIBAI GIRLS P.G. COLLEGE KILA BAWAN, INDORE
City	INDORE
State	Madhya Pradesh
Pin	452006
Website	www.mlbgpgindore.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	KUSUMLATA NIGWAL	0731-2411696	9424889829	-	hegngpgckind@mp.gov.in
Professor	MANISHA JOSHI	-	9425948499	-	manisha_0509@yahoo.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	01-07-1963

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Madhya Pradesh	Devi Ahilya Vishwavidyalaya	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	27-04-2011	View Document
12B of UGC	23-03-2013	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	GOVT. MAHARANI LAXMIBAI GIRLS P.G. COLLEGE KILA BAWAN, INDORE	Urban	13	9094.51

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,B A	36	HIGHER SECONDARY	Hindi	262	261
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	63	36
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	63	58
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	52	30
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	32	30
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	32	31
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	42	38
UG	BSc,B Sc	36	HIGHER SECONDARY	Hindi	105	89
UG	BCom,B Com	36	HIGHER SECONDARY	Hindi	63	49
UG	BCom,B Com	36	HIGHER SECONDARY	Hindi	262	253
UG	BCom,B Com	36	HIGHER SECONDARY	Hindi	63	60
UG	BCom,B	36	HIGHER SE	Hindi	105	103

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	Com		CONDARY			
UG	BBA,B B A	36	HIGHER SE CONDARY	Hindi	63	43
UG	BLibISc,B Lib	12	UNDER GRADUATE	Hindi	28	12
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	0
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	44
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	18
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	39
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	19
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	35
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	29
PG	MA,M A	24	UNDER GRADUATE	English	55	22
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	18
PG	MA,M A	24	UNDER GRADUATE	Hindi	55	28
PG	MSc,M Sc	24	UNDER GRADUATE	English	28	4

PG	MSc,M Sc	24	UNDER GRADUATE	English	30	30
PG	MSc,M Sc	24	UNDER GRADUATE	English	28	18
PG	MSc,M Sc	24	UNDER GRADUATE	English	28	12
PG	MCom,M Com	24	UNDER GRADUATE	Hindi	110	84
Doctoral (Ph.D)	PhD or DPhil,Ph D	48	POST GRADUATE	English	8	4
Doctoral (Ph.D)	PhD or DPhil,Ph D	48	POST GRADUATE	English	8	5
Doctoral (Ph.D)	PhD or DPhil,Ph D	48	POST GRADUATE	English	8	8
Doctoral (Ph.D)	PhD or DPhil,Ph D	48	POST GRADUATE	English	24	13
Doctoral (Ph.D)	PhD or DPhil,Ph D	48	POST GRADUATE	Hindi	8	5
Doctoral (Ph.D)	PhD or DPhil,Ph D	48	POST GRADUATE	English	8	8

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10				0				47
Recruited	1	6	0	7	0	0	0	0	3	40	0	43
Yet to Recruit				3				0				4
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				22
Recruited	8	4	0	12
Yet to Recruit				10
Sanctioned by the Management/Society or Other Authorized Bodies				33
Recruited	21	12	0	33
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				10
Recruited	5	3	0	8
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	6	0	0	0	0	2	37	0	46
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	3	0	4

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	12	0	14
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	6	7	0	13

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	3	0	0	0	3
	Female	40	0	0	0	40
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	2660	1	0	0	2661
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	601	5	0	0	606
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	521	473	508	542
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	206	195	226	264
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	1158	1145	1170	1275
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	809	716	857	803
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2694	2529	2761	2884

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 31

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	09	09	09	09

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2884	2761	2529	2705	2659

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
940	921	920	920	920

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
831	829	740	750	765

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
49	47	50	58	61

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3.2

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
57	57	57	57	57

File Description	Document
Institutional data in prescribed format	[View Document](#)

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 21

4.2

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
41	27	26	20	50

4.3

 Number of computers

Response: 80

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

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 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 requirements as- separate departments for the proper & smooth functioning, departmental library and well equipped laboratory. For the upgradation 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 register duly 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 in designing the syllabi for post graduate courses, M.Phil/Ph.D. entrance exams and the course works. The departments of Music, Dance, 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.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 10

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
5	3	0	1	1

File Description	Document
Details of the certificate/Diploma programs	[View Document]
Any additional information	[View Document]

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 62.26

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	4	3	12	2

File Description	Document
Details of participation of teachers in various bodies	[View Document]
Any additional information	[View Document]

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 2.86

1.2.1.1 How many new courses are introduced within the last five years

Response: 1

File Description	Document
Details of the new courses introduced	[View Document]

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 3.82

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
51	325	141	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Topics on the cross cutting issues such as gender, environment & sustainability, human values and professional ethics are part of the curriculum at U.G. and P.G. levels. Computer and environmental studies are compulsory papers at degree level, for which computer and internet facilities are made available to the students. Guest Lectures are also organized on gender sensitization, environment and human values. As in B.A. Part II History syllabus, students are taught about social life and 'Bhakti' and Sufi Revolution, it also imparts knowledge of human values through chapter on 'Sant' tradition in India. In B.A. part I, the syllabus talks of the human values in Religious Revolutions through the Principles of Bodha and Jain Religions. In all the under-graduate classes there is a complete paper on Environmental studies, which makes students conscious towards the environment, situational pollution, studies of natural resources, its problems and solutions, eco-diversity and its conservation etc.

The syllabus of B.Sc. Part II Botany has chapters – titled 'Plant Ecology, Bio-diversity and Phytogeography which deals with the formation of situational structure, adaptation, Bio-diversity and situational population and pollution.

The syllabus of The department of Political Science M.A. I-Sem, teaches students about the analysis of human values in the thoughts of national leaders like Mahatma Gandhi, Jawahar Lal Nehru, Ram Manohar Lohia, Deendayal Pandey, Arvind Ghosh etc. It also enumerates on topics related to U.N.O. and World Peace, Women and Politics, Human rights and duties. In B.A. I Year there are topics related to Freedom and Equality.

Syllabus of Economics B.A. III Year has a complete topic on 'The Economics of Development and Environment.' The various facets of environment are studied in this paper. In M.A. IV-Semester under the topic 'Environmental Economics' environment is talked of, from the point of view of Economics.

In Sociology, B.A. Part-II syllabus, students are taught about the Place of Women in Rural, Urban and Tribal society and evolutionary conditions of Rural women, habitation etc. In M.A.II-Sem. in the paper of 'Urban Sociology' Condition of Urban environment is taught. Similarly, gender and society is discussed in the 'Society of Rural India' and there are topics on women empowerment also.

In all the undergraduate classes of Sanskrit, human values are focused through the syllabus based on various religious texts.

B.Sc. Home Science – has a topic on 'Women Empowerment, Women upliftment and sexual Imbalance'.

The syllabus of the department of Zoology, B.Sc. VI-Sem. has a complete paper on- Ecology and Applied Zoology. Also in M.A. I-Sem. Psychology, 'Psychology Environment' is taught in Life Span Development and Environmental Psychology is taught in the IV paper of M.A. IV-Sem.

In the foundation course (English) of all the under-graduate classes, topics related to environment or value based chapters are part of the curriculum. As in I Year English Language, there are chapters that develop love towards nature, and a feeling of responsibility and consciousness towards our environment in B.A. Part II

File Description	Document
Any Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 16

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 16

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 23.13

1.3.3.1 Number of students undertaking field projects or internships	
Response: 667	
File Description	**Document**
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: E.None of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

Response: E. Feedback not collected

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.16

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	1	2	0

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 146.76

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1288	1244	1051	1164	1135

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1875	1835	1835	1835	1835

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 88.11

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
940	782	692	815	845

File Description	Document
Institutional data in prescribed format	[View Document]

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The Institute collects, analyses and uses the data and information of the students on the academic performance (through the programme durations of the students) by evaluating them through their regularity in classes, their performance, CCE and surprise tests. In case of the weaker students, extra coaching and guidance is provided to them by the subject teacher through remedial classes and tutorials. Extra classes are arranged for slow learners, reference books and notes are provided to them for their better comprehension. Motivational lectures are also delivered to boost them up. To encourage the spirit of team work and co-existence, brighter students are asked to interact with the weaker ones so as to raise their confidence level. Several classes or departmental activities are also carried out like-organizing group discussions or class seminars to develop their interest in subject and provide them a platform for expressing themselves. Brighter students guide weaker students by discussing and explaining difficult topics, sharing books and notes after their regular classes. Mentors also take initiatives to deal with the slow learners by counseling them, for each professor acts as a mentor to approximately 30-40 students, to whom students can approach for any personal, academic or college-related issues. On the other hand, the advanced learners are encouraged and given guidance so as to focus more on their weaker areas. They are also motivated to work harder so as to ascertain a strong and bright future for themselves.

File Description	Document
Any additional information	[View Document]

2.2.2 Student - Full time teacher ratio

Response: 412:7

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.14

2.2.3.1 Number of differently abled students on rolls

Response: 04

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response:

To make learning more student-centric, a good infrastructure is provided to the departments which include computers, internet, photocopier machines, printers and well-established laboratories. Besides General Library, every department has a separate departmental library to facilitate the teaching-learning process. The departments also organize inter-disciplinary lectures and seminars for the upgradation of students. The institution has been unceasingly organizing various activities to nurture critical thinking, creativity, scientific temper and to transform them into life-long learners and innovators. To enhance the process of learning, departments form 'activity clubs' to carry out varied academic activities like extempore, poetry recitation, poster, chart-making, essay writing competitions, group-discussions etc. To encourage girl students to become self-reliant and develop entrepreneurship skills, they are motivated to participate in exhibitions and fairs like 'Anand Mela' in which they display and sell their self made items, which motivate them to become self-reliant. Departments of Dance, Music (Vocal and Instrumental), Drawing and Painting give ample scope to students to nurture their creativity in arts stream. Projects, field-visits and practicals in laboratories help them to demonstrate their creative and latent talents.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 102.04

2.3.2.1 Number of teachers using ICT

Response: 50

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 206:25

2.3.3.1 Number of mentors	
Response: 45	

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The institution has made a continuous progress in the field of innovative and teaching methods. Members of the faculty use modern teaching aids to impart knowledge to the students. The institution has well equipped labs, projectors, ICT facilities, photocopiers, printers etc. This has encouraged the faculty to deliver their lectures through power-point presentation and smart boards. Students coming from the lower strata of society are highly benefitted by these innovative approaches as they are motivated to prepare projects through power-point presentation and they have also become computer savvy. Internship and projects, which are mandatory for final year student of UG and P.G. classes, prove to be creative and innovative. The interns of Hindi and English Department jointly completed their internship on journalism which was attended very enthusiastically by the students and also opened new vistas of jobs for them. The department of Botany instructed students to do their internship on farming of medicinal plants and their uses in Ayurveda, Wet and Dry garbage management, 'Bio-diversity of plants in Zoo'. Similarly in department of Drawing and Painting interns completed their internship on 'Mural and mixed media'.

The departments have also formed activity clubs in which students of the department are appointed as post holders and members. At least two or three activities like extempore, group discussions, elocution etc. are carried out which provide a plat-form to the students to unfurl their hidden talents and groom their personality. Students of senior classes are also encouraged to engage classes of their junior batch, which help in creating a bond amongst the two batches and help students in building up their self-confidence, as well as in widening their knowledge.

Students of Zoology department did their internship on 'Bio-fertilizers and Green waste management'. Students of Political Science department visited the High Court, Indore and watched as well as learnt the proceeding of various benches.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 92.98

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 84.62

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
43	42	43	50	45

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 30.12

2.4.3.1 Total experience of full-time teachers

Response: 1476

File Description	Document
Any additional information	[View Document](#)

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 7.55

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from

Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	02	02	0

File Description	Document
Institutional data in prescribed format	
e-copies of award letters (scanned or soft copy)	

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 9.12

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	5	5	5	5

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	
Any additional information	

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The Department of Higher Education has issued various modes of continuous internal evaluation (CIE) or CCE, and the institute strictly adheres to the set norms. Also a scheduled time-table is mailed on the higher education website for CCEs and examination. However, the semester cell has been established in the institute for the smooth and proper functioning of the semester examinations, CIE (CCE). The cell issues a time-table for conducting CCE which is circulated to the various departments, all the class-rooms and is also displayed on the notice-boards. The various modes of CCEs are as follows –

-

- Assignment & its presentation.
- Class teaching.
- Group Discussion.
- Group Talk.
- Poster, Chart, Model Preparation.
- Individual / Group project work.
- Report Writing.
- Study of the work or Biography of the Scientist / Author / Writer / Entrepreneur.
- Innovation in Practical Work.
- Semi surprise class test.
- Library reading & survey work –
  - ○
  - ○ Comparison of book
- Role Play.
- Objective type questions.
- Performing of any experiment of a subject by an innovative method.

Note : As the schedule and modes of CCE are issued by the Department of Higher Education, Bhopal at the beginning of each academic session, hence reforms in CCE (CIE) is not possible at the institutional level.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Mechanism of internal assessment or CIE (CCE) is transparent and robust both in terms of frequency and variety. As mentioned above, the semester cell as per the instruction of the Department of Higher Education, prepares the time-table of all graduate and post graduate classes for the conduction of CCE at least a fortnight before the commencement of CCE's. The time-table is circulated to all the departments, class-rooms and also displayed on the notice-board, so that students are pre-intimated, as the CCE is conducted once in each semester i.e. V and VI semester of Under Graduate classes and all the semesters of P.G. Classes. It is conducted twice in a year in first and second year of U.G. Classes. Those students who participate in NCC, NSS camps, Youth Festival or due to their sickness or any other emergency, are unable to write their test on the scheduled date are granted special permission by the Principal to appear for the tests later on a convenient day, scheduled by the concerned Professor. Each professor evaluates students' performance and fills up the mark-lists. To maintain transparency, allotted marks are shown to the students and are duly signed by them on the mark-list, before sending to University, which is uploaded on the D.A.V.V. website. Lastly, the semester cell maintains all the records so that students and staff can approach them for any sort of verification.

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

Response:

The students are made aware about the evaluation process at the beginning of every academic session. Teachers in their respective classes inform students about the method and scheme of marks in formative and summative evaluation. The faculty also remains update about the process through websites of higher education and university.

The institute has a transparent, time-bound and efficient mechanism to deal with examination related grievances. At college level, if students are dissatisfied with the marks of their internal assessment, they approach the concerned teacher or head of the department and in case of improvement the needful is done. At university level, students can apply for revaluation in prescribed form within a specific period decided by the university. The university also has provision to show the answer-books to students after the submission of fee. The sheets are re-evaluated by other examiners and the result is declared after the completion of procedure.

The private/regular students whose results are withheld, approach the Semester Cell for their answer-sheet numbers, whose record is maintained by the Exam Superintendent of each shift. On submitting the application by the candidate, the said superintendent hands over the answer sheet number to the student and the record of which is maintained by the superintendent.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution strictly adheres to the academic calendar for the conduct of CIE or CCE. Instructions regarding its conduct are uploaded on the Higher Education website and a hard copy of it is also sent to all the colleges individually. The institute or the semester cell prepares the time-table for all the graduate and post graduate classes at least a fortnight before. Notices regarding the CCEs are circulated to all the departments, class-rooms, and are also displayed on the college notice-board.

Time Table of CCE

S.No.	Date	B.A.	B.Com.	B.B.A.	B.Hsc.	
1	27-12-2017	Economics Sanskrit	Business Law	Group - I Paper 1 & 2	Foundation - 1 Hindi & English	A, B

		Vocal Music Instrumental FC.	/Foundation - II Enterpreneurship		Language Foundation - II Enterpreneurship		
2	28-12-2017		Foundation - 1 A, B Hindi & English Language & Optional Paper	Group - II Paper 1 & 2	Human Development Extention & Communication		&
3	29-12-2017	Sociology English Lit. History Psychology Hindi Lit. Urdu	Financial Account	Group - III Paper 1 & 2	Textile & Clothing Resource Management		
4	30-12-2017	Political Sci. Home Science Drawing & Painting Dance FC			Physiology Basic Nutrition		

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 on website and communicated to teachers and students

Response:

The programmes and the courses run in the institution are stated and displayed on website and are also communicated to teachers and students. Every course and programme has its own importance and scope which provides a wide range of choice to students. At the time of admission a counseling committee guides the students about the different programmes and courses. Subjects like Hindi, English, Sanskrit or Urdu

enhance the students' knowledge, increase their vocabulary, command over language and improve their communication skills. Students after taking their post-graduate degrees either go for higher studies like – Ph.D., B.Ed. or M.Ed. or have the options to take jobs in different areas like teaching, journalism, creative writings, script writing and knowledge of dramatics.

The students of Political Science learn how government works, develops its policies and about the constitution not only of our country but of the world as well. The subject also educates them on public administration. It updates the students' general knowledge and helps them in developing an insight into the social and political activities. The students after taking their degrees go for jobs like teacher-ship, curators, archeologists etc. Sociology has always been one of the most popular subjects amongst students. The students after their Post-Graduation either go for higher degrees like B.Ed, or M.S.W., Ph.D or else take up jobs as teachers, sociologists, or volunteer their services as social-workers. The students of the department of Economics after taking their higher degrees have many career options open for them such as teachers, lectures, and economists. Drawing & Painting Department of the institute is the only department in Indore division. Students of this department after completion of their Post Graduate degree either go for doctoral degree or succeed in getting job as Drawing teacher in schools. They also organize exhibitions of their own paintings or open their private coaching institutes. Students of Instrumental Music (Sitar) also become performing artists or give coaching. Dance students, when complete their education become performing artist or also start their own Dance Academy.

Many options open up for the students of Home Science, first and foremost they become efficient home-makers and other than this they become nutritionist, dietician, interior-decorator, dress-designer etc. Students of chemistry also go for Ph.D., or B.Ed. after the completion of M.Sc. or else. get jobs as teachers, lecturers, Analysts, Lab Technicians in chemical factories etc. So also students of Botany, Zoology, Mathematics, Physics Biochemistry, develop a scientific temperament and after their Graduation go for their Post Graduation degrees, start their coaching classes, become teachers etc. or appear for various competitive exams. Commerce is one the departments with the maximum number of students, Students after the completion of B.Com. or M.Com. have many job options open for them as in Banks, Accountants, Insurance, Company Secretary, Stenographer, Probationary officers, Secretary, Jobs in schools as Teachers, lecturers, they even open their own coaching Institute or become computer operators.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Attainment of programme outcomes, programme specific outcomes and course outcomes are evaluated by the institution by analyzing the results annually. For past five years the academic pass performance of the students has been almost about 95% to 98%. Approximately 60% of the students continue their education pursuing higher degrees. 20 to 30% succeed in getting jobs by appearing in competitive exams or jobs in schools, colleges, Banks etc. Career Guidance and Placement cell of the Institute also helps students in getting jobs or they become self-employed or entrepreneurs. Merit list provided by the University to the institute helps in analyzing the achievements of learning outcomes which are assessed through the performance of students in CCEs and Internal exams as well. Students are told about their shortcomings to over-come their weak points. The assessment / evaluation of students' performance by teachers through tests have improved their way of expressions. Projects and Internships have enhanced their work

experience through field visits and industrial visits. Group discussions have boosted up their confidence level. Surprise tests have empowered their comprehensive power and power-point-presentation displays their creativity and imagination. The Institute has a tracking system through which record of pass-out students is maintained and also of those who cleared NET, SLET or have been placed.

2.6.3 Average pass percentage of Students

Response: 99.63

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 815

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 818

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.17

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document]

3.1.2 Percentage of teachers recognised as research guides at present

Response: 48.98

3.1.2.1 Number of teachers recognised as research guides

Response: 24

File Description	Document
Any additional information	[View Document]

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 50

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institute has created work environment through various curricular & co-curricular activities. As a result of which the students have strengthened themselves by actively participating in these activities and have enabled themselves to become self-dependent through self-employment.

1.   Career guidance cell helps students in choosing their career. Classes and lectures for the holistic development of their personality are organized throughout the session.

2.   Mentoring: The institute has allotted specific number of students to each faculty class-wise as mentor. The mentors guide and counsel the students.

3.   Personality Development: The institute organizes workshops for personality development in which students are enlightened about the varied facets of communication skills, curriculum vitae, facing job interviews etc.

4.   Workshops on various subjects like clay modeling, Rangoli, mehendi, cooking and baking, block printing, judo-karate for self-defence are also conducted. Other activities like group discussions and seminars are also organized in classes to develop the self-confidence of students and help them in grooming.

        To make students aware about their health, health checkup camps are held in the institute in which doctors are invited for lectures on various ailments. Two vending machines, for providing sanitary napkins to the students, have been installed in the college premises. Career fairs are also organized by the Career and Placement cell for providing job opportunities to students. Consequently positive outcomes in the form of placement of students in good companies, self-employment of students are being noticed. And students are becoming financially independent and strong self-reliant.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 5

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	2	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2.2

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 66

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 30

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 4.19

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
47	37	43	57	38

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 2.21

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	30	0	0	12

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The institution promotes neighborhood community activities to sensitize students to social issues and holistic development. The units of NSS, NCC and Red Cross have been conducting activities since many years. These units play vital role in the social and community development and upliftment.

NSS

The institute runs 02 units of NSS, which carried out various activities in 2014, the unit motivated the visually-challenged students for 'Rakhi' making and selling these Rakhis to make them self employed. In 2015 the students volunteered their services on street sides by offering drinking water to people. An awareness program for dropout children was organized in 'Hammal Colony' (Gaud Basti). Other activities include rakhi making and selling of articles by mentally retarded children, distribution of food packets in

Gaud Basti and an enactment of street play to create voting awareness amongst them. In 2016 the unit also visited Old age Home and donated adult diapers, and other articles. A street play was staged in 'Gaud Basti' Hammal Colony in 2016 on the theme of the hazardous impact of alcohol consumption. In 2017 the students of N.S.S. went to the nearby areas under 'College Chalo Abhiyan' to motivate students to continue their further studies and take admission in college. In 2018 a street play and a campaign was organized for the same.

A cleanliness drive was carried out at Gangwal Bus Stand in 2014 and a rally for 'Swachh Bharat' was organized in December 2018. Similarly under AIDS awareness programme the unit organized a 'Nukkad Natak' in 2017. Tree Plantation was done by the unit in 2016-17.

Red Cross

The institution forms a Red Cross committee every year to carry out various activities. The committee along with 15 students visited destitute home for women 'Ba ka Ghar' on Kasturba Gandhiji's mission and donated food and clothes to these women. They made efforts to rehabilitate these women and reunite them with their families. On 04th August 15 a rally was organized in nearby slum area to create awareness amongst women on breast feeding. 20 students and staff participated in it with placards and slogans. In 2016-17 they visited the neighboring community to create awareness regarding personal hygiene and health. The students in 2017 visited Aanganwadi in Brahmabag Colony and checked the food quality given to the children at the centre, and distributed packets of biscuits to them. In 2019 the committee along with it students paid a visit to old age home to sensitize students about human values and family bond, they also visited the centre for mentally retarded children and the rehabilitation centre of juvenile prisoners where they interacted with them and motivated them to become self-dependent.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	1	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 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 last five years

Response: 36

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 20.66

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
838	1020	710	245	0

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 6

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	2	1	1

File Description	Document
Number of Collaborative activities for research, faculty etc	[View Document](#)
Any additional information	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 1

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document](#)
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The College has a large campus which holds main building, new academic block, laboratories, girls' hostel, canteen, garden and playground. Keeping environment in view, beautiful gardens have been cultivated in the premises which help the students of Botany and Home Science departments to carryout their practicals. The college has 22 departments and most of them are equipped with computers, invertors and room coolers. Some departments also have smart boards, projectors & photocopier machines.

The Institute has RO water purifier machines to provide clean and pure drinking water to students and staff. Departmental libraries facilitate students and provide them an easy access to books. The college runs in two shifts. In the morning commerce classes are held and in the day shift, Arts, Science & Home Science classes are conducted. All the classrooms have adequate facilities of light, fans and furniture. There are 13 well-equipped laboratories. For the enhancement of quality education new technology is the need of the hour, hence the college has eight ICT rooms equipped with smart boards, computers, projectors, mike, invertors and almirahs. There is a staff-room and girls common-room along with separate washrooms for ladies, gents staff and students. The college has wi-fi facility which facilitates students in obtaining optimum knowledge of computer. Students have been provided smart-phones by the department of higher education, Bhopal.

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

Response:

The College has adequate sports facilities to promote sports talent among students who participate enthusiastically in various sports activities. There are grounds for volley ball, kabaddi, kho-kho, tennis, basket-ball, hockey and cricket. 200 meter track is also available to the students. Facility of a room is there for Table-Tennis and wrestling practice. A mini gym is also available which includes home gym, vibrator, gym ball, AB-rocker, exercise cycle. There are ten yoga mats for yoga. Besides these there is also a computer in sports room and RO has been installed for drinking water.

Students are provided with sports kit and sports equipment. They are also given incentives. They are given preference in admissions As an annual feature, all players are given one-time track suit for the participation.

All sports activities are conducted under the supervision of a qualified sports officer. Students avail these facilities and have participated in many inter-collegiate, university and state level competitions. Through their outstanding performance, they have brought laurels to the institution.

Since College has Drawing and Painting, Dance and Music (Vocal & Instrumental) Departments,

there is a very positive environment for cultural activities and many competitions or organized by the college. In Youth Festival competitions held at various levels (University / State / National) students of the institute have always excelled and brought glory to it by winning many awards.

File Description	Document
Any additional information	[View Document](#)

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

Response: 47.62

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 10

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
any additional information	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 100

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Library is an integral part of any educational institute. The institute has a well-established automated library .In library an state–of-the-art integrated library management system (ILMS) i.e. SOUL 2.0 (software for university libraries) is available. It is developed by the INFLIBNET Centre Ahmedabad (Gujarat). The Installations of SOUL (old Version) was done in 2008 but working on its updated version i.e. SOUL 2.0 started on 2010. SOUL 2.0   supports data exchange through ISO-2709 standard. The software was designed to automate all housekeeping operations in library. SOUL 2.0 is compliant to international standards such as MARC 21 bibliographic format, Unicode based Universal Character Sets for multilingual bibliographic records and NCIP 2.0 based protocols for electronic surveillance and control. UNICODE based multilingual support for Indian and foreign languages compliant to International Standards such as MARC21, AACR-2, MARCXML; Compliant to NCIP 2.0 protocol for RFID and other related applications especially for electronic surveillance and self-check-out and check-in, Client-server based architecture, user-friendly interface. Supports multi-platform for bibliographic database such as My SQL, MS-SQL or any other RDBMS, supports cataloguing of electronic resources such as e-journals, e-books, virtually any type of material. Supports requirements of digital library and facilitate link to full-text articles and other digital objects. Support online copy cataloguing from MARC21 supported bibliographic database. Provides default templates for data entry of different types of documents. Supports ground-level practical requirements of the libraries such as stock verification, book bank, vigorous maintenance functions, transaction level enhanced security, etc .Its provides facility to send reports through e-mail, allows users to save the reports in various formats such as Word, PDF, Excel, MARCXML, etc. .Highly versatile and user-friendly OPAC with simple and advanced search and Boolean search, OPAC(on line public access catalogue) users can export their search results in to PDF, MS Excel, and MARCXML format. Supports authority files of personal name, corporate body, subject headings and series name. SOUL 2.0 Software has six module i.e. (1) Acquisition (2) Catalogue (3) circulation (4) OPAC (online public access catalogue) (5) Serial Control (6) Administration. The Library is Working on the concept of digital library ,for this the library has facility of computers,01 barcode printer,01 barcode reader, 01 laser printer ,photocopy machine scanner , internet connection of 512 kbps,01 router with modem of four port and CCTV camera. The library also have e-library comprises 10 computers with internet facility. Users can access e-resources from the remote place.

File Description	Document
Any additional information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The department of library has a huge collection of books, including texts and reference   books on various subjects .With the passage of time the publication of some books has almost ceased. Hence the department has made efforts to preserve the books and   maintain separate records of the books which are out of publication. These   rare books provide treasure of knowledge and accessibility to both   students and staff .There are almost 65 rare books in the library, which include subjects like Sanskrit, Hindi, History, Economics, Political Science, English and Science. Some of the books worth mentioning are Hindu

Mahakosh, The Ethics of Geeta, Amarkosh, Shukl Yajurveda Sanhita, Rigveda Sanhita, Hindu Dharm Kosh, etc. Besides these there are encyclopaedia and a collection of some rare dictionaries as well. In rare book collection mostly are from 19th century .Rare collection of books have been identified and kept separate from the library stock in library. The rare books collection meets six standard criteria i.e. age ,scarcity in other research library ,market value physical and intrinsic characteristic condition. The valuation of rare books is not only determined by age itself but also by importance of text, condition of the books and demand of the books. In our library rare books like different Parv of Mahabharata i.e. Shalyaparv, Karnparv, Dronparv Udhyogparv, Bhishmparv, Viratparv Aranyaparv are available which provide   incredible historical information during the Mahabharata period. In our library volumes of different types of encyclopaedia   like Encyclopedia of Britannica, Illustrated world Encyclopedia, International wildlife Encyclopedia, Encyclopedia of science, Encyclopedia of arts, encyclopedia of Sports and Games   are also available . There are some Dictionaries also available on different subjects by different publication like Medical Dictionary sports dictionary etc.

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 4.7

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.5	4.0	1.6	6.9	6.5

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 18.75

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 164

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

IT facilities have become an integral part of every institution, which needs to be updated from time to time. For this the Government has issued "ICT curriculum" in all the school and college education. Organizations like MHRD and NCERT are incessantly making efforts to improve the quality of education. In order to improve and upgrade the ICT facilities in college, the institute uses many ICT tools of latest technology. The department of computer has projectors, computers, scanners, printers, internet facility and wi-fi facility. The college has a Virtual class-room and 08 smart-classes.

Virtual Class has the facility of live video classes and students attend online lectures on various subjects. Students avail this facility for career counseling, Yoga, competitive exams etc.

The departments of the college have computers with internet facility and have wi-fi connection. The virtual class-room has high speed lease line connection, multimedia projector, LCD TV (49 Inch), computer and online invertor. Along with the Broad band connection, the department has 02 Routers (wi-fi) which has wi-fi range of 500 mt.

The office of the institute has High-Speed internet connection which is of 04 mbps, and 03 computers are of I 3 Generation which are connected with Routers (wi-fi) of 200 mt. range. There is 01 photocopy machine, 03 all in one printer, 02 Routers and 02 wi-fi connections. In the department of Library SOUL software (College Version) from INFLIBNET Centre Ahmedabad had been installed in the Library on

29-12-2008. It has 13 computers out of which 10 computers are of Ist, 5th, 6th Generation, 03 computers of Ist, 3rd and 4th Generation. The working on the concept of Digital Library, the library has the facility of 01 Barcode Printer and 01 Barcode reader, 01 Laser Printer, Photocopy Machine, Scanner and has Internet Connection of 512 kbps, 01 Router with modem (04 part) and also the CCTV Camera.

The department of Mathematics has 05 Computers, 01 Smart Board, 01 Projector along with wi-fi (Modem) facility. Home-Science department also has 05 computers, I 3 Generation, 01 Printer and a Photo Copy machine. Zoology department has 01 computer, 01 Lap-top, 01 Photocopy Machine, 01 all in one printer and a projector, almost all the departments of the college have computers with wi-fi facility.

4.3.2 Student - Computer ratio

Response: 721:20

File Description	Document
Any additional information	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: 5-20 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 73.35

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
29	20	20	15	35

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

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.

Response:

The existence of any institute is based on the building, its infrastructure and students. For imparting education to the students, basic facilities like class rooms with proper arrangement of light & ventilation, furniture, laboratories etc. are required which facilitate the quality and level of education and the management. MLB Govt. Girls P.G. College, Indore has always made an effort to provide maximum facilities within available resources. Since the college runs in a very old building, it is not possible to make many changes yet measures have been taken for the betterment of the institute. As a result of which students also feel satisfied. Professors and other college staff have also contributed to enhance the ambience. There is a building committee to look after the maintenance, repair and construction work related to the college building. The committee takes care to ensure the overall maintenance of the college building so that the physical infrastructure remains usable. Maintenance of computers is mainly done by the technicians in the college. Services of a carpenter are hired for repairing furniture like tables, chairs, desks, benches etc, whenever required. The laboratory equipment are maintained at the departmental level by the lab technicians or through hired technicians. For maintaining electric goods or electricity problems, services of an electrician are taken.

The first and foremost requirement of any institute is clean drinking water, the nonfunctioning RO Water coolers have been repaired with the efforts of infrastructure committee. An AMI has been signed, for the maintenance of ROs. Besides this sewage lines have been repaired. The doors, windows and lighting arrangements, washrooms have also been repaired. To meet the requirements of sports ground, Narmada Pipe line connection has been taken. Shades at two different grounds have been built with the approval of the principal. The only hall, where cultural and academic activities are conducted, was renovated. The college gardens have also been beautified.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 62.49

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1956	1552	1479	1720	1757

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**

7.Yoga and meditation

8.Personal Counselling

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 7.44

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
150	349	205	168	134

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 17.05

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
160	355	130	30	7

File Description	Document
Self attested list of students placed	
Details of student placement during the last five years	

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 14.11

5.2.2.1 Number of outgoing students progressing to higher education

Response: 116

File Description	Document
Upload supporting data for student/alumni	
Details of student progression to higher education	

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 5.33

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) year wise during last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	10	8	12	6

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

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) during the last five years.

Response: 12

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	2	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

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 issues discussed by the students on various aspects have been genuine, hence to provide a platform to the students so that effective measures may be taken by the institute, the Student Council Committee was formed.

The Student Council of the institute was formed. Students involve in college activities for the development of college. The council comprises of 12 students of different classes and streams. The motive of the formation of this council is to seek their suggestions on academic and administrative aspects of the institute. Hence a meeting was called, in which all the members of the council along with the members of IQAC were present. Following suggestions were put up by the Students –

1. An aqua guard water purifier must be installed in the rear block of college for providing clean, drinking water.
2. More books of English Medium should be purchased by the Department of Library for English Medium Students.
3. Very old books should be replaced by new ones or should be maintained properly.
4. More value added and add-on courses must be initiated.
    1. Facility of photocopy should be provided to the students.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 32.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	21	19	17	17

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The college continues its interaction with students who have left College after completion of their degree. An unregistered alumni association of students and teachers has been formed which develops a feeling of belonging and worm…. Among its members. It also provides a platform to former students as well as teaching staff to exchange views on issues related to the progression of the institute. One of the faculty members is also a student of this college.

The alumni give suggestions on the functioning of the college, its infrastructure and academics. They also guide the students regarding career and job opportunities.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The location of the Govt. MLB Girls P.G. College, Indore is such that the majority of students, living in the close vicinity, belong to the lower middle class society. Hence to motivate the students, the college has set a vision which states -

- "Teach the students to explore their potential, pursue their goal, believe in it and have determination to achieve it. For great heights can be achieved only through small steps"
- The institute also stands determined to ensure an independent and secured future to all its students with the mission that the academic environment may be stimulated so as to promote quality in teaching, learning and research.
- Equal opportunities may be provided to students who come from backward and weaker sections of the society thus the institute imparts education to its students to develop their skills and to bring out their hidden talents, so that their abilities and aptitude may find full scope to flourish and blossom.
- Since it is a girls' institution and girls have to shoulder greater responsibilities in future, so they need to be educated to meet challenges not only at domestic level but also, at professional level. Thus the mission of the institute is also to empower women politically, educationally, economically and legally.
- Being an era of science and advanced technology it is also necessary for students to keep abreast of all such advancements. Thus the institute also aims at developing the scientific temper, humanism and spirit of inquiry amongst its students.
- The governance of the institute plans and takes initiatives to develop skills, technical competencies and knowledge for employability and capability of students to face global competition.
- The mission of the institute would remain incomplete if it fails to inculcate moral, rational and aesthetic values amongst students, because the goal of education is not only the attainment of a degree but to instill qualities like honesty, compassion, patience and politeness among students, and to make them better human beings. Hence the institute makes its utmost effort to increase the sensitivity and accountability of students towards society. The devoted staff of college focuses on all-round development of students' personality. Units like NCC and NSS work ceaselessly throughout the session to encourage and motivate the students to contribute their services for many social activities so as to inculcate amongst them a sense of responsibility, discipline, character-building and confidence. As no nation can progress without harmony among its fellow beings, hence teachers on various occasions organize programmes that focus on developing the quality of congeniality and co-existence for preserving, protecting and promoting social harmony.

6.1.2 The institution practices decentralization and participative management

Response:

The basic requirement of a successful administration in any institution is the practice of decentralization

and participative management, consequently the institute has been able to run the college efficiently and smoothly by practicing the same.

One of the most important committees that is constituted by the head of institute at the beginning of the session is the Admission committee. **Rules and guidelines for online admissions w**ere received for the year 2018-19 from the department of Higher Education, Bhopal. The Principal constituted an admission committee.   Other sub-committees were also formed for class-wise admissions in different streams. All the committees worked according to the instructions of higher education. The first level of registration was completed as per schedule received from the department of higher education Other instructions received from the department of higher education from time to time were also followed. The Institute adhered to the reservation policies strictly. In the year 2017-18 government had introduced Medhavi Vidyarthi Yojna in which students seeking admission in graduation first year securing 75% (state) and 80% (CBSE) and above were given freeship. Similarly students taking admission in graduate and post graduate classes were provided freeship if their parents/ guardians come under the category of 'Asangthit Karmkar'.

The process of admission takes place initially in three rounds followed by two CLC rounds. 5% seats were increased in CLC round as per the available seats and application of the students. The process of the admission was completed successfully. After the completion of admission, lists were provided to the concerned professors.

For the process of admission, notices related to important documents are displayed at various places in the institution.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The institute forms committees for its smooth functioning. Amongst the various committees that are formed annually by the head of the institution, sexual harassment and anti-ragging committees were formed to monitor and keep vigilance. The committee at the beginning of the session called for a meeting and in the presence of the principal, discussed the issues which needed to be taken cognizance of, regarding sexual harassment and the measures to be taken in case of receiving any complaint. The minutes were noted down. However no complaint was received throughout the session. The meeting was conducted thrice in a session.

At the beginning of the session a meeting was called in the presence of the Principal stating the points under which if the committee saw or received any complaint against students trying to harass or rag other students, strong action would be taken against them. Minutes were noted down and notice regarding anti ragging was circulated in all the classes and departments. Anti-ragging pamphlets were displayed at different places within the college premises. The meeting of the committee was conducted thrice, however no complaint was received throughout the session.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and

functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

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. Meetings are conducted with heads of the Department to discuss and to take decisions related to students and other academic activities. Staff council (statutory Body) meetings are organized thrice a year related to major issues like-admission, student union election and examination. The principal also calls meetings with members of the staff to execute the orders received from the department of higher education, Bhopal from time to time. For the effective and efficient functioning of college, notices are circulated amongst the staff members, whenever required or sent on their mails, and a whatsapp college notice-board group has been formed to keep the members of the staff updated with the college activities. Since it is 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 scrutining, a committee is formed at college level for their appointments. The promotions of regular teaching staff are performance based, or as per seniority or through PSC. Appointments of office staff (Class III, IV) like head-clerk, accountant, lab technicians, Lab attendant, Lab servants is mode through PSC / Vyapam.

A committee of grievance redressal cell is formed to sort out the grievances of students and staff. The committee ensures that grievances / complaints are promptly attended to and resolved. The committee works under the guidance of their said convener. A complaint box is also kept for the students if they have any complaint.

File Description	Document
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The institute ensures that the stated mission of the overall development of the college (Students, Staff and Infrastructure) is executed with the co-operation of all the members of the faculty through the formation of various committees. The head of the institute along with the committee formulates action plans for all operations and incorporation of the same into the institutional strategic plan. For sustainable development of the institute, the purchase committee plays a very vital role in which strategic planning is required; hence a committee comprising of four faculty members was formed for the year 2017-18. The committee takes decisions on all the purchasing for the institute and maintains its record for the transparency.

Approval for the purchase recommendations was carried out by the committee for the year 2017-18. The committee organizes meetings to discuss and analyse the received tenders quotations of various/firms and companies and a comparative chart prices is prepared, then committee finally approves the firm/company from which the articles are to be purchased and sanctions it for further procedure to purchase various items/articles like computers, furniture, sports items, equipment for the up gradation of Botany, Chemistry and Zoology departments; tenders were invited for the distribution of stationery among SC/ST students. (Practical file, long register, scales, pencils, pen etc.)

A gunman for the security of college was also appointed through security services. The college has appointed a Chartered Accountant who was invited for a meeting in which he made the following suggestions such as-comparative chart should be re-prepared by adding GST, he also suggested to verify, GST, Registration, contract labour set, PF registration and ESIC registration of all the tenders.

File Description	Document
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

For teaching and non-teaching staff of the college the Government runs various schemes like GPF. GIS, Gratuity, Medical leave, Earned leave, Maternity leave, Medical bill, re-imbursement and festival advance.

Other than that, as per service rules the employees are also entitled for casual leaves and optional leaves. At the demise of the employee during his service time, any eligible member, be it wife or children, is given a mercy appointment. The teaching and non-teaching staff are entitled to avail 20 half-pay leave on medical ground and 30 non-vacational earned leave for the non-teaching staff. The earned leaves can be accumulated and maximum 300 accumulated earned leave can be encashed at the time of retirement. The professors can also avail study leave for their research or post Ph.D research work. They are also given duty-leave to attend seminars and conferences. Apart from maternity leave, the female professors are also granted Post maternity leave for child-care or post-maternity ailments. Female professors are entitled to the Child-care leave which can be availed only once by the professor till the child has attained the age of 18 for a period of two years. TA/DA (Travelling and Dearness Allowance) is provided to the employees who go on official tours.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	2	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 71.81

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	30	25	24	6

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institute has a teacher's feed-back system, in which students give their free and frank opinion about the performance of the teacher. On the basis of the feed-back, necessary suggestions are given to the concerned faculty for the required changes. The curricular and co-curricular activities of the faculties are evaluated by the Principal through, Performance Based Appraisal Forms (PBAS), which are designed by the Department of Higher Education, Bhopal. The entire Performa is divided into 04 parts – Part-A : General Information, Part-B : Academic Performance Indicators and Part-C : Other Relevant Information, and Part-D : Opinion of the Internal Quality Assurance Cell. Before submitting the Appraisal forms to the Principal, all the appraisal forms are scrutinized by the IQAC and if the committee disagrees with any point of the self-assessment mentioned by the applicant, it is mentioned in the Part-D of the Proforma point-wise, giving a strong valid reason for the disagreement. After this process the Principal has the power to agree or disagree with the view of the IQAC and finally evaluate the Appraisal.

At the end of every financial year (i.e. end of March) the non-teaching staff or the office staff fills up a Proforma which is provided by the institute. They are assessed on the basis of following parameters like,

completion of the various assigned tasks, any remarkable accomplishment knowledge of computer etc. The head of the institute evaluates them on the basis of their efficiency / regularity / their coherence and co-operation with staff members and their sincerity. The marked report is forwarded to the additional Director, Department of Higher Education, Indore, accordingly their eligibility for promotion is decided.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has a mechanism for both internal and external audit. The institute has appointed a competent chartered accountant who visits the college to check cash books, vouchers, income and expenditure statement and the Balance Sheet periodically. The college conducts audit of all Govt. grants from whichever source the grant is received like UGC, RUSA, State Government or University. In such cases 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. It was conducted in 2016-17. If audit objections are found, the college works on it and takes necessary steps to settle these objections.

File Description	Document
Any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

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

Response:

To monitor the effective and efficient use of available financial resources such as funds received under State Government, U.G.C. RUSA and World Bank, separate committees are formed. Funds under different heads are received from time to time. Accordingly every committee along with its members tries to utilize the sanctioned amount and make the optimal utilization of available financial resources. A meeting is called by the committee and proposals from every department are invited as per their requirements within a specific time period. On receiving the proposals tenders are invited. Minimum 03 tenders should be received for the further procedure. The traders quote their rates in sealed envelopes which are opened before the whole committee and the one with the minimum bid is given the contract. A record of the expense and balance is maintained by the committee. This record is produced before the audit committee.

File Description	Document
Any additional information	View Document

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

Response:

IQAC analyses the needs of the institution, puts forth the proposals and ensures that they are deployed. The committee reviews the progress of the work from time to time. IQAC has always encouraged teachers and students to conduct research activities in academic field.

During last five years one international and three national conferences have been organized in the institute. In these conferences a large number of participants presented their research papers on various related topics which enriched and enlightened the students and teachers. The Institute is the research center of the following subjects, i.e. - Departments of Psychology, Home Science, Chemistry, Drawing and Painting, Dance and English, which facilitates the research scholars by providing the relevant books from the general and departmental libraries. Laboratory facilities are also provided to them. They are benefitted by the technological facilities available in the institute. Journals and Bibliographies are also accessible to the research scholars. 50 regular teachers of college have published their 239 research paper in various National and International Journals.

24 teachers are registered guides under whose guidance research scholars are pursuing their

research works and 53 candidates have been awarded the doctoral degree during last five years.

Planning & Development

IQAC analyses the requirements of the institution regarding the infrastructure and accordingly makes proposals. Since the college runs in an old fort, there was an urgent need of a new building, constant efforts were made by IQAC committee along with the Planning and development committee, and the proposal for a new academic block and for a large and spacious library was sent to RUSA. Consequently an amount of 2 crore has been sanctioned and the construction of a new block has started. For library also RUSA has sanctioned an amount 1 crore. For renovation of laboratories and for purchasing equipment like computer photocopier, smart-board and projector, the institute has received 1 crore rupees.

IQAC makes persistent efforts for the development of college. For the up- gradation of institute many proposals have been sent to the World Bank, which include renovation of many departments, laboratories, ICT facilities, equipment educational tours, research development, facilities for specially abled students and environment friendly requirements.

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

Response:

The IQAC at periodic intervals reviews the teaching learning process, structure and methodologies of operation and learning outcomes and accordingly makes efforts for the up gradation.

ICT facilities –The institute provides modern technological facilities like – computers, internet, wi-fi, OHPs for the up gradation of knowledge and subject, of both students and teachers. The institute has well – equipped labs photocopier machines and printers. It also has a rich and automated library giving an easy access to teachers and students. College library is the member of N-list which provides e-books and e-journals. A virtual class room has also been set-up, where students and teachers attend lectures online through NIC, Bhopal regularly.

Semester Cell -

The examination system of M.P. Higher Education is based on annual as well as semester system, hence the semester cell committee is constituted for unhindered functioning.

The committee carried out various activities throughout the academic session. Photocopies of academic calendar were issued by the Department of Higher Education, Bhopal for the year 2017-18 which were distributed to all the departments. Class-wise (Semester wise) lists of the names of students as well as the scheduled time-table for CCEs, Projects and Practical exams 2017-18 were provided to the related departments and professors. Heads of the departments were given the copies of instructions and proforma received from the Department of Higher Education for Projects and Internship reports.

Enrollment forms for 1st Year U.G. and I-Semester of P.G. classes were approved online and were submitted to the university. After the completion of the exams, marks allotted to all the regular, Ex

and ATKT students of UG and PG classes in CCEs, Projects / Internship / Practical Exams, were sent timely to the University and a record of the same was maintained in the Cell.

The committee also tried to solve the problems of the students related to enrollment forms, examination forms, Internal and Practical Exams, Project Marks and their results from time to time.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 3

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	3	1	3	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
Any additional information	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

Response: D. Any 1 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* Post accreditation quality initiatives *(second and subsequent cycles)*

Response:

After the completion of second cycle of accreditation, the institute has taken initiatives and made efforts for quality enhancement in various academic and administrative domains. To promote research culture amongst professors, the department of Hindi, Drawing and Painting, Dance and Music organized national seminars at different intervals, in which a large number of scholars actively participated and presented their research papers. The use of ICT has continuously been encouraged by providing computers to all the departments, wi-fi facility is available in college campus. Internet facility, photo-copier machines and printers have been provided to some of the departments and also over-head projectors in 05 departments.

As for the differently-abled students, ramps and toilets have been constructed and even regular students are motivated to volunteer their help to the blind students as writers. Apart from regular classes of the curriculum, girls actively join various courses and classes organized by the Career Guidance cell which are conducted round the year, such as short-term certificate, value-added courses, personality development classes, soft skill classes and so on. These classes build-up the self-esteem of the girl students, their confidence and groom their over-all personality, ensures a bright future to them. Placement cell plays a significant role in helping the students not only in choosing their carrier but also providing them job opportunities through carrier fairs, organized in the college.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 8

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	3	1

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2

   1. **Institution shows gender sensitivity in providing facilities such as:**
      1. **Safety and Security**
      2. **Counselling**
      3. **Common Room**

Response:

The institute is a girls college, hence the responsibility to educate students on safety and security becomes a matter of grave concern. Therefore, the college from time to time makes efforts to create awareness among the students through various means. There is a cell for prevention of sexual harassment and anti-ragging committee, which play an important role in generating awareness related to gender issues. The campus has CCTV cameras fixed at various locations and in some classrooms as well. First –AID Box is maintained by some departments of the college for any emergency. Separate washrooms are there for male and female teaching and non-teaching staff and students. At the time of admission identity cards are issued to all the students.

The institute has a common room and toilets in three academic blocks along with sanitary pad machines. Each professor as a mentor has been allotted almost 40-45 students. Every department conducts parent – teacher meet annually to involve parents in their ward's college activities. Students whenever in any distress, whether personal or academic approach their professors to get their problems solved. The Incharge of every unit whether NCC, NSS or sports also takes keen interest in providing safety and security to the students.

The institute has guards for day and night shifts separately. The hostel too has security guard. Department of sports makes efforts to provide safety tools like helmet, arm guard, finger guard, chest guard, teeth guard etc for the safety and security of girls participating in various sports activities. To motivate the students, sports department counsels them to overcome anxiety, nervousness, fear and depression, or even deals with students who are good sports persons but have financial problems.

For creating gender sensitivity amongst students, every year NSS tries to organize "street plays or 'Nukkad Natak''on relevant topics such as female foeticides, "save the girl child", "Violence against women" and other issues affecting women in India. A lecture by I.G. Mrs. Anuradha Shankar was also organized on 'women empowerment' and a quiz and group discussion was also conducted on the same topic. Workshop on self-defence was also held in which a large number of girls were benefitted by learning the self-defence techniques demonstrated by the experts.

Students are also made aware about safety measures through guest lectures. 'Jwala' Institute of the city also instructed them regarding safety by demonstrating various methods of self-defence.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 25

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 25

7.1.3.2 Total annual power requirement (in KWH)

Response: 100

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 33.28

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 7.65

7.1.4.2 Annual lighting power requirement (in KWH) Response: 22.99	
File Description	**Document**
Details of lighting power requirements met through LED bulbs	[View Document](#)
Any additional information	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The city of Indore has been the recipient of the cleanest city of the country for the last three years continuously. Hence, the college too has tried to inculcate the spirit of cleanliness amongst students and staff. A pair of litter-bins (green and blue) for wet and dry garbage respectively, has been kept at different spots of college. Also a red dust-bin has been put before the department of Physics and Chemistry for hazardous e-waste.

A vermin-compost is built within the college premises where the wet-garbage is collected to be converted into manure. On the other hand the dry garbage is regularly collected by the municipality.

7.1.7 The institute has a vast campus which holds a large number of plants and trees to keep the environment fresh and healthy. Students and teachers are environment conscious and make efforts to keep it clean and green. Almost sixty percent of girls reside in the close vicinity and hail from economically lower strata of the society, they either come on foot or by public transport. Only ten percent students come by two wheelers. Measures are taken by the staff and students to keep the campus plastic free. For the convenience of staff and students pavers have been fixed.

Students of Botany Department attended three day training programme at Govt. Aayurveda College in 2016-17 and planted approximately 20 medicinal plants in college garden. In between the students also volunteered their services in making college premises polythene free. In 2017-18 students of Botany Department visited Zoo garden in the city and studied about characteristics of various plants of the garden and planted many plants in college botanical garden. In 2018-19, 25 students of the department went on educational tour to Bargoda nursery where they saw the various species of those plants which are on the verge of extinction. They recommended planting of those species in college premises. Staff of the college collects money to feed number of peacocks, squirrels and other birds.

File Description	**Document**
Any additional information	[View Document](#)

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7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The receding water level has been a matter of global concern currently. The Institute, has rarely faced any major water crisis. The college has always been cautions so as to educate students and staff to save water and to curb wastage of water. However the IQAC took the initiative of installing the rain water harvesting system in the college premises. Accordingly two rain water-harvesting systems were installed in the two different blocks, one system has been built in the main building and the other in the girls' hostel, which would prove to be a major step in increasing the level of water and contribute in preserving water.

File Description	Document
Any additional information	[View Document](#)

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The institute has a vast campus which holds a large number of plants and trees to keep the environment fresh and healthy. Students and teachers are environment conscious and make efforts to keep it clean and green. Almost sixty percent of girls reside in the close vicinity and hail from economically lower strata of the society, they either come on foot or by public transport. Only ten percent students come by two wheelers. There are wide pedestrian pavements in the college for walking. Measures are taken by the staff and students to keep the campus plastic free. Canteen is instructed not to use disposable plastic. There are 5 computers in the office and a major part of the official record is maintained through soft copies. There are two gardeners in the college who take care of plants and trees. In every rainy seasons plantation is done on a large scale by the students and staff for the neutrality of carbon dioxide and to keep the environment healthy. In 2018-19, 25 students of Botany Department went on an educational tour to Bargoda nursery where they saw the various species of those plants which are on the verge of extinction. They recommended planting of those species in college premises. Staff of the college collects money to feed number of peacocks, squirrels and other birds.

Department of Higher Education has included the chapters on Human Values in the syllabus at U.G. and P.G. level. These is compulsory paper in Ist year foundation (B.A./B.Com./B.Sc./B.Hsc.) titled 'Human Values and Language'.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 2.36

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.40	.80	1.00	.60	.50

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 10

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 10

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	2	2

File Description	Document
Any additional information	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: No

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: No

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: No

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 7

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	0	0

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institute celebrates Independence Day on 15th August, in which staff and students remain present for flag hoisting and national song. Students present patriotic songs and some of them deliver speeches on Independence Day. Students of the Department of Vocal Music also give their performance. Sweets are distributed to everyone. 05th September, the birth anniversary of S. Radhakrishnan is celebrated as Teacher's Day on which students felicitate teachers.

12th January, 'Vivekanand Jayanti' is celebrated as 'Yoga Day' on which students and staff perform Yoga under the supervision of Yoga Instructor. 26th January, the Republic Day is also celebrated with great zeal in which, after flag hoisting, national anthem is sung, students sing patriotic songs and sweets are distributed. 30th January, the death anniversary of Mahatma Gandhi, i.e. on 'Martys Day' or 'Sarv Dharma Sadbhavna Divas', a programme is organized in which religious discourses of all the religions are delivered after paying homage to the father of the nation. Students of the department of music present devotional songs and at 11 a.m. silence for two minuts is observed by all to pay homage to the departed leader.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Since the college is a Government Institute, most of the fund is received from the state and U.G.C. Some courses which run under self-finance scheme, have funds from 'Janbhagidari Samiti'. Record of all financial assistance is maintained by the office. There is also a purchase committee under whose supervision all necessary items for the development of college are purchased. Record of various scholarships distributed to SC/ST and OBC students and scholarships given under Gaonki Beti, Pratibha Kiran, Meghavi Yojna, Aawas Yojna etc is also maintained. The institute has an efficient office staff which circulates the orders received from department of Higher Education, Bhopal for implementation through administrative officer and the Principal.

Many courses are offered to the students at UG and PG level which are conducted as per calendar of

Department of Higher Education issued at the beginning of every session. Feedback is received from students to know their opinion about subject teachers. Diary and registers are maintained by the faculty to keep a record of students' attendance and the subject taught.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Every institute endeavours to give the best to its students, staff and society. Govt. Maharani Laxmibai Girls P.G. College has incessantly been striving to give the best within its limited resources. The NSS unit of the college has been working hard since many years and has succeeded in instilling the spirit of sharing the responsibility towards the institute and society, cooperation, coherence, fellow-feeling, oneness and community service.

However despite the set academic calendar, the NSS Unit successfully organize camps in the nearby areas as per the schedule provided to them. The students of the unit manage to maintain a balance between their academic performance and volunteer their services through the camps. Another challenge the unit faces is to convince and gain confidence of traditional, illiterate villagers to take up to literacy, stop female foeticide, abstain from drugs and liquor, stop domestic violence and so on.

The NSS unit had adopted a neighbouring village, Limbodigari in which a number of camps were held and activities like voting awareness, pulse polio programme, literacy drive, 'Save Girl Child' de-addiction, AIDS awareness, Cleanliness drive etc. were carried out. The unit along with the students frequently visited the 'God Basti' to motivate the families to send their children to schools and collges under 'College Chalo Abhiyan', providing them food and educating them regarding the use of toilets, cleanliness, AIDS awareness, voter awareness programme, enactment of 'Nukkad Natak' at 'Hammal Basti' to create awareness regarding AIDS, to create awareness about the hazards of polythene, a rally was also organized in Limbodigari. To educate people about health, the unit took initiatives and organized Haemoglobin check-up camps and distributed homeopathic medicines in college and neighbourhood localities. Visits were also made to the Old Age Homes, Home for mentally retarded children etc. Workshop was organized on Fire Safety, lectures were organized on self-defence for girls. Apart from this the unit celebrated 'Rakhi' festival with the visually challenged children and also encouraged them to make items like 'Rakhi' and decorative earthen lamps which they themselves sold in the college premises to staff and students, this helped them in developing their self-confidence and increased their self-esteem.

Apart from a good infrastructure, there are certain major thrusts which need to be dealt with for an ideal institute. Environment plays a major role for an overall development of students hence, the institute has persistently been making efforts to take up activities to save the environment. The college as such has a huge campus surrounded by green trees in abundance and students of NSS & NCC have also planted a number of trees. This extensive plantation in the college premises helps in neutralizing the harmful effect of carbon. The faculties of the college make effort to reduce the fuel consumption and carbon emission by commuting through shared vehicles. The institute also conducts green audit of its campus.

Scarcity of water is another major concern of the day. To meet the requirement of water for drinking,

watering the plants, toilets and other purposes, the institute took the initiative of setting up water harvesting system in two separate academic blocks of the college.

The green campus of the institute is an asset. Besides a large number of trees, there also exists a 'Nakshatra Garden', and a small garden has also been developed at the entrance. For the proper growth of these plants and their maintenance, manure is required. The organic waste that is collected in the campus and hostel is used in   vermin compost which is taken care of by the college authority by making one of the employees as in charge of the entire system. The college tries to make optimum use of the available resources; consequently the manure produced through the process is used as organic fertilizer in all our college gardens.

The ambience of the college can only be maintained by keeping it clean. Students are motivated and through a number of NSS and NCC activities they are involved in 'Swachh Bharat Abhiyan'. The NCC & NSS units volunteer their services in cleaning the college campus, and are motivated to keep the wash-rooms clean. Similarly 'The Red Cross Society' also took up the issue of plastic waste which is a great hazard and menace to our environment. The committee conducted programmers to educate students to collect the used plastic pens, which would be sent for re-cycling.

Consciousness towards environment, love for nature and its creatures become evident by the formation of 'Eco Environmental Club' run by the members of staff. The members contribute a small amount monthly to provide grains for peacocks, squirrels and other birds. These creatures enhance the charm of the thick green foliage and imbibe the spirit of love towards nature, conservation of national bird and maintain the eco-system.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

In the year 1963, the college came into existence with a modest number of 28 students. Since then there has been a constant hike 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 upto 1750 and the college was awarded 'B' grade. In 2014 i.e. at the time of the II cycle of accreditation the strength had reached almost 2625 and the institute scored 2.71 C.G.P.A. (B-Grade)

The chief vision of the institute ever since has been to make the girl students not only self dependent but also to explore their potential and scale the heights of success. At the time of admission an advisory committee is formed which guides students to select the right stream to pursue their studies. Each professor is allotted specific number of students as mentor and to add to it, if any member of the staff or student undergoes any sort of mental stress, the professors of the department of psychology volunteer their services to provide counseling to them maintaining their confidentiality. The concern and involvement of the staff strengthens the morale of students and helps them to focus their attention on their academics and other creative activities.

As a consequence, the institute has been giving almost 90-95% result every year, with a minimum number of failures and a few drop outs. Instead of adhering to the traditional mode, professors adopt variety of methods for CCE's like group discussion, paper presentation or reading, poster making, oral tests etc. This builds up the confidence of students and provides them a platform to explore their potential. Most of the students after taking their under graduate degrees continue to pursue their P.G. or other degrees like B.ed, M.B.A., or Ph.D. Additional support is also provided to them through career guidance and placement cell which round the year organizes classes on communication skills, personality development, soft skills, preparation for competitive exams and so on which helps in grooming their over-all personality.

5. CONCLUSION

Additional Information :

The institute has played a significant role in bringing about positive and social transformation through education. The administration along with IQAC diligently works for improving the infrastructural and learning resources to achieve excellence. As the strength of institute is increasing every year, there was a need of a new academic block to accommodate the growing number of students. The work has been initiated. The college has also received three crore rupees for the construction of a new spacious library, upgradation of Zoology lab and for purchasing equipment, furniture, computers, printer, photocopier machine and scanner. Virtual class has the facility of live video classes and students attend online lectures delivered on various topics by external subject experts. The departments of college have computers with internet facility and wi-fi connection. The library is automated & twelve computers have been purchased for its users. Sports grounds have been developed to motivate the students for participating in sports activities.

Necessary budget allocation has been made for the maintenance of physical and infrastructural facilities. Renovation of hall, where academic and cultural activities are conducted, has taken place. ROs have been installed for safe drinking water. Water harvesting system has been introduced at two places in the institute to increase the water level and maintaining the greenery of college. The environment based activities to create holistic consciousness among students and staff is also remarkable. Efforts have been made to make the campus plastic free. A 'Nakshatra Vatika' has been developed. The institute has signed an MOU for the installation of Solar System. Not only campus and hostel but some classrooms are also under CCTV surveillance. Besides all these, the institute has been selected under World Bank Project and an amount of Rs. Twenty crore has been sanctioned for its development. The chief focus is the development and modernization of the departments and laboratories of Physics, Botany and Chemistry.

Concluding Remarks :

All the necessary details of the institution have been provided in the seven Criteria of Self Study Report. Since the last visit of NAAC in 2014, the institution has been endeavouring to bring about the necessary changes in the overall development of the institute. In the long span of 56 years, the college has scaled great heights. It has been making progress in almost all the fields. The annual Result of every year and performance of students in curricular & co-curricular activities is a testimony to the quality education imparted to the students. This is also evident from university rank holders and Ph.D. awardees. The progression of students from U.G. to P.G. has also increased. Guidance for competitive exam was provided to students, as a result of which there has been a hike in the exam as well as placement of students. Ninety eight percent of teachers hold the doctoral degree and motivate students to perform well in their academics. Efforts are made to chisel the potential of students through counselling, tests, group discussions and many other innovative methods Research culture is developed in the institute as professors actively participate in National, International seminars, workshops in order to refresh and upgrade their knowledge. They get their research papers published in reputed journals having good impact factor.

Add-on and value-based courses are run by Career-Guidance Cell throughout the year to benefit many students. ICT facilities have been enhanced to strengthen the teaching-learning process. Feedbacks are obtained from students and staff to monitor and evaluate the quality of various programmes. Students' grievances regarding evaluation are sorted out through a proper mechanism. Units of N.S.S. and N.C.C. conduct many activities to

instil values, like discipline, co-operation, nationalism and a sense of responsibility towards society among the students of institution. in cultural activities, the students succeded in bringing laurels even at international level.

Measures have been taken to minimize environmental pollution. The institute has increased the use of LED bulbs. To enhance the beauty of ambience, plantation is done at the beginning of session and gardens have been developed.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification

1.2.2	Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented
	
	    1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented.
	        Answer before DVV Verification : 35
	        Answer after DVV Verification: 0
	
	        Remark : The provided link is not accessible.

1.4.1	Structured feedback received from
	
	1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
	        Answer before DVV Verification : A.Any 4 of the above
	        Answer After DVV Verification: E.None of the above
	      Remark : DVV has not considered Feedback related to design and review of syllabus provided by HEI.

1.4.2	Feedback processes of the institution may be classified as follows:
	
	        Answer before DVV Verification : B. Feedback collected, analysed and action has been taken
	        Answer After DVV Verification: E. Feedback not collected
	      Remark : DVV has not considered Feedback related to design and review of syllabus provided by HEI.

2.1.1	Average percentage of students from other States and Countries during the last five years 2.1.1.1. Number of students from other states and countries year-wise during the last five years Answer before DVV Verification: {| 2017-18	2016-17	2015-16	2014-15	2013-14	10	7	3	2	0 |} Answer After DVV Verification : {| 2017-18	2016-17	2015-16	2014-15	2013-14	5	5	1	2	0 |}
2.1.2	Average Enrollment percentage (Average of last five years) 2.1.2.1. Number of students admitted year-wise during the last five years

For metric 2.1.1 the embedded tables are:

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
10	7	3	2	0

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	1	2	0

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2884	2761	2529	2694	2659

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1288	1244	1051	1164	1135

2.1.2.2. Number of sanctioned seats year-wise during the last five years
Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1875	1835	1835	1835	1835

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1875	1835	1835	1835	1835

Remark : DVV made the changes as per report of admitted students provided by HEI.

2.1.3	Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years
Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
940	782	692	815	845

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
940	782	692	815	845

Remark : DVV made the changes as per report of seats filled against seats reserved (SC, ST, OBC) provided by HEI.

2.3.3	Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors
Answer before DVV Verification : 350
Answer after DVV Verification: 45

	Remark : DVV made the changes as per list of mentor provided by HEI.
3.3.5	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years 3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
16	30	36	23	12 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
5	30	0	0	12	 Remark : DVV has made the changes as per pro-rata basis of provided books and chapters by HEI.
3.4.3	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 last five years 3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
12	9	10	5	0 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
0	0	0	0	0	 Remark : Report of extension and outreach Programs not provided by HEI.
3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years 3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
839	1021	711	246	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
838	1020	710	245	0

Remark : Provided report does not reflect the students participating in extension activities for the year 2014-15, 2015-16 , 2016-17 and 2017-18.

4.1.4	Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years. 4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs) Answer before DVV Verification: | 2017-18	2016-17	2015-16	2014-15	2013-14 | |---------|---------|---------|---------|---------| | 41 | 27 | 26 | 20 | 50 | Answer After DVV Verification : | 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 | |---------|---------|---------|---------|---------| | 0 | 0 | 0 | 0 | 0 | Remark : Provided audited statement not reflect Budget allocation for infrastructure augmentation, excluding salary provided by HEI.

4.2.6	Percentage per day usage of library by teachers and students
	
	  4.2.6.1. Average number of teachers and students using library per day over last one year
	  Answer before DVV Verification : 550
	  Answer after DVV Verification: 164
	
	Remark : DVV made the changes as per Average number of students using library 18/7/2017, 30/8/2017, 21/9/2017, 10/1/2018 and 9/2/2018 in logbook.

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) during the last five years.
	
	  5.3.1.1. 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-wise during the last five years
	  Answer before DVV Verification:
	
	| 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 |

9	1	2	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
8	2	0	0	0

Remark : DVV has not considered certificate of participation for 2016-17 and merit certificate for 2018-19.

5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
35	35	32	31	30

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
21	21	19	17	17

5.4.3	Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	0	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : DVV has not considered alumni meeting for 2018-19.

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	2	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	2	2

Remark : DVV has not considered workshops here.

| 6.3.4 | Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years |

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
40	40	40	29	38

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	30	25	24	6

Remark : DVV has not considered those teachers participating in workshops for 2013-14, 2014-15, 2015-16, 2016-17 and 2017-18.

| 6.5.3 | Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years |

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	6	3	4	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	3	1	3	0

Remark : DVV has not considered workshops and seminars.

7.1.1	Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	1	3	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	3	1

Remark : DVV has not considered word document.

7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	2	2

7.1.12	Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff
	
	      Answer before DVV Verification : Yes
	      Answer After DVV Verification: No
	    Remark : The provided link is not accessible.

7.1.13	Display of core values in the institution and on its website
	
	      Answer before DVV Verification : Yes
	      Answer After DVV Verification: No
	    Remark : DVV has not considered provided core values without signature of Principal.

7.1.17	Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years
	
	   7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years
	Answer before DVV Verification:
	
	{table1}
	
	Answer After DVV Verification :
	
	{table2}
	
	    Remark : DVV has made the changes as per provided report by HEI.

table1:

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	2	1	1

table2:

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	0	0

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 35 Answer after DVV Verification : 31
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: {table3}

table3:

2017-18	2016-17	2015-16	2014-15	2013-14
35	35	34	34	34

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
09	09	09	09	09

2.1	Number of students year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2884	2761	2529	2694	2659

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2884	2761	2529	2705	2659

2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
940	921	920	920	920

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
940	921	920	920	920

2.3	Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
822	825	732	741	757

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
831	829	740	750	765