

ACCREDITED BY NAAC WITH 'B' GRADE

Office of the Principal, Govt.P.G.College, Khargone (M.P.)

The Annual Quality Assurance Report  
of IQAC  
Year of Report  
2015-16



**GOVT. P.G.COLLEGE, KHARGONE (M.P.)**

*18/5/2015* *12/5/15*

Name of the Institution	:	Govt.P.G.College, Khargone (M.P.)
Name of the Head of the Institution	:	Dr.Sumitra Waskel
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# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

Govt.P.G.College, Khargone (M.P.)

1.2 Address Line 1

Bistan Road

Address Line 2

Khargone (M.P.)

City/Town

Khargone (M.P.)

State

Madhya Pradesh

Pin Code

451001

Institution e-mail address

heggckhr@mp.gov.in

Contact Nos.

07282-241562

Name of the Head of the Institution:

Dr.Sumitra Waske

Tel. No. with STD Code:

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9009405335

Name of the IQAC Co-ordinator:

Dr.Ravindra Barve

Mobile:

9575253190

IQAC e-mail address:

hegpgckhr@mp.gov.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 Website address:

www.govtpgco/legekhargone.org.in

Web-link of the AQAR:

For ex. <http://www.ladykannecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	-	1.8.2004	
2	2 <sup>nd</sup> Cycle	B	2.21	2014-15	
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

19-08-14

1.7 AQAR for the year (for example 2010-11)

2015-16

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

i. AQAR \_\_\_\_\_ NIL \_\_\_\_\_ (DD/MM/YYYY)  
ii. AQAR \_\_\_\_\_ NIL \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ NIL \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ NIL \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University: State  Central  Deemed  Private

Affiliated College: Yes  No

Constituent College: Yes  No

Autonomous college of UGC: Yes  No

Regulatory Agency approved Institution: Yes  No

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

Type of Institution: Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Fdu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Devi Ahilaya University Indore  
(M.P.)

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

Autonomy by State/Central Govt./ University:

University with Potential for Excellence:

UGC-CPE:

DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (Specify)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>												
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>												
2.3 No. of students	<input type="text" value="-"/>												
2.4 No. of Management representatives	<input type="text" value="01"/>												
2.5 No. of Alumni	<input type="text" value="02"/>												
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>												
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>												
2.8 No. of other External Experts	<input type="text" value="-"/>												
2.9 Total No. of members	<input type="text" value="17"/>												
2.10 No. of IQAC meetings held	<input type="text" value="02"/>												
2.11 No. of meetings with various stakeholders:	<table border="0"> <tr> <td>No.</td> <td><input type="text" value="04"/></td> <td>Faculty</td> <td><input type="text" value="02"/></td> </tr> <tr> <td>Non-Teaching Staff</td> <td><input type="text" value="01"/></td> <td>Students</td> <td><input type="text" value="01"/></td> </tr> <tr> <td>Alumni</td> <td><input type="text" value="01"/></td> <td>Others</td> <td><input type="text" value="-"/></td> </tr> </table>	No.	<input type="text" value="04"/>	Faculty	<input type="text" value="02"/>	Non-Teaching Staff	<input type="text" value="01"/>	Students	<input type="text" value="01"/>	Alumni	<input type="text" value="01"/>	Others	<input type="text" value="-"/>
No.	<input type="text" value="04"/>	Faculty	<input type="text" value="02"/>										
Non-Teaching Staff	<input type="text" value="01"/>	Students	<input type="text" value="01"/>										
Alumni	<input type="text" value="01"/>	Others	<input type="text" value="-"/>										
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>												

If yes, mention the amount

### 2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

### 2.14 Significant Activities and contributions made by IQAC

The IQAC always remains active for 8 months for maintaining and excellent academic atmosphere in the institution. The attention is also paid to suggestion for infrastructural improvement and resource mobilization. The emphasis is also put on the quality of teaching.

### 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1- To enhance the quality education allotted project work and internship of students.	
2- To among training of computer hardware, software banking management and other job oriented courses for students.	
3- To arrange remedial classes for weaker/sc/st/obc students.	
4- To organize classes for preparation of NET/SLET Entrance and other competitive exams.	
5- To be organize spoken english classes to improve the vocabulary and hesitation of students.	
6- Organize extra classes to support slow learners.	
7- To be organized sport activities and various tournaments for extra curricular activities.	
8- Organized youth festival to improve the overall personality of students.	
9- Organized various social and community development programmes through N.S.S., N.C.C. etc.	
10- For new technology construct new smart classes.	

11- Organize women oriented activities/conditions to encourage women empowerment.	
12- Automation of Library.	
13- Auditorium of the College to be renovated.	
14- Vehicle stand along with cycle stand to be built.	
15- Quality new letter to be published.	
16- Research centres to be started in science department.	

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  JBS  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – B

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	-	-	-
PG	11	-	02	-
UG	04	-	03	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Other	-	-	-	-
<b>Total</b>	<b>27</b>	<b>-</b>	<b>05</b>	<b>-</b>
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

###### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓
Trimester	
Annual	

##### 1.3 Feedback from stakeholders\* (On all aspects)

Mode of Feedback:	Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input checked="" type="checkbox"/>
From:	Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers	<input type="checkbox"/>
					Students	<input checked="" type="checkbox"/>

\*Please provide an example of the feedback in the Annexure

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

Syllabus is prescribed by Govt. of Higher Education Bhopal(M.P.)

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
	33	-	09	

2.2 No. of permanent faculty with Ph.D.

26

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	14	-	-	-	02	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

-

-

2.5 Faculty participation in conferences and symposium:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	05	10	-
Resource Persons	-	-	-

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

The IQAC discusses different aspects of teaching among staff members to make it easy & clear. The emphasis is laid upon the use of projector & multimedia devices. These things have also helped the students to be sincere in the class.

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

174

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

It is a privilege of University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

-

-

-

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

More than 75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Under Graduate	3874		174	662	45	
Post Graduate	1180		119	129	41	

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	30
HRD programmes	-
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	0
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	02	-	-
Technical Staff	20	04	-	-

### Criterion – III

#### 3. Research, Consultancy and Extension

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

The Three departments of the college have been given recognition for research centre by D.A.V.V. of Indore

##### 3.2 Details regarding major projects

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

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	02	-
Outlay in Rs. Lakhs		330000	-	-

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	25	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

##### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2015-16	UGC	330000	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (where the responsibility lies with the University)				
Any other (Specify)				
Total			3,30,000	

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books   
ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	03	-	-	-
Sponsoring agencies	-	UGC	-	-	-

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

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows  
 Of the institute in the year

Total	International	National	State	University	Dist	College
	-	-	-	01	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

04
26

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

03
----

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

JRF 

01
----

    SRF 

-
---

    Project Fellows 

-
---

    Any other 

-
---

3.21 No. of students Participated in NSS events:

University level 

10
----

    State level 

01
----

  
National level 

01
----

    International level 

-
---

3.22 No. of students participated in NCC events:

University level 

-
---

    State level 

-
---

  
National level \* 

12
----

    International level 

-
---

3.23 No. of Awards won in NSS:

University level 

-
---

    State level 

-
---

  
National level 

-
---

    International level 

-
---

3.24 No. of Awards won in NCC:

University level 

-
---

    State level 

-
---

  
National level 

-
---

    International level 

-
---

3.25 No. of Extension activities organized

University forum 

--

    College forum 

✓
---

  
NCC 

✓
---

    NSS 

✓
---

    Any other 

Red-Cross
-----------

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

- The Activities were performed by N.C.C., N.S.S. & Red-Cross
- 

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4451560 sq.mt.	-	Govt, JBS, UGC	
Class rooms 35	4711 sq.mt.	-		
Laboratories 16	3395 sq.mt.	-		
Seminar Halls 01	600 sq.mt.	-		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Email facility, whatsapp, wifi & computer are available for carrying official work. The library is already under the process of computerization.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	80000	16000				
Reference Books	20000	40000				

e-Books	-	-					
Journals	05	10000					
e-Journals	-	-					
Digital Database	-	-					
CD & Video	-	-					
Others (specify)	-	-					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	69	01	Yes		02	01	18	
Added								
Total								

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

Online training is being given to students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	10000
iii) Equipments	2100
iv) Others	-
<b>Total :</b>	<b>12100</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The financial help is provided to poor students on the recommendation of IQAC.

#### 5.2 Efforts made by the institution for tracking the progression

C.C.E. tests & project work are organized.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1163	314	26	-

#### (b) No. of students outside the state

11

#### (c) No. of international students

Nil

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
00						0	212	1084	-	-	1296

Demand ratio

Dropout %

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

The Students were guided for competitive examination.

#### No. of students beneficiaries

400

#### 5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

### 5.6 Details of student counselling and career guidance

Lectures are organized by Career guidance Cell to make students aware of opportunities in different field.

No. of students benefited

### 5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	100	21	20

### 5.8 Details of gender sensitization programmes

Some schemes are being run for the benefit of girls.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government.	1474	4863931
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

The Vision of the institution is to achieve excellence in higher education and empowerment through knowledge.

#### 6.2 Does the Institution has a management Information System

The committees are formed by the principal for executing policy and plans.

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

##### 6.3.1. Curriculum Development

Curriculum is prescribed by DAVV Indore in collaboration with Govt. of Madhya Pradesh.

### 6.3.2 Teaching and Learning

The teaching is carried out through lectures and power point presentation.

### 6.3.3 Examination and Evaluation

The examination is held in accordance with time table decided by university. The evaluation is done by monthly tests & group discussion among students.

### 6.3.4 Research and Development

The following three departments have been given the status of research center. 1- Economics 2- Hindi 3- Geography

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

E-Library is partially completed. The transaction of books is made through computer. The facility is available for virtual classes.

### 6.3.6 Human Resource Management

The institution is run by academic, technical & administrative staff.

### 6.3.7 Faculty and Staff recruitment

The Recruitment is in the hands of Govt. some teachers are appointed through JBS in self-finance courses.

### 6.3.8 Industry Interaction / Collaboration

The training & placement cell remains in touch with industries.

### 6.3.9 Admission of Students

The admission of students is completed on the basis of merit & online process is adopted.

6.4 Welfare schemes for

Teaching	There is no welfare scheme for teaching staff.
Non teaching	There is no welfare scheme for Non-teaching staff.
Students	There are some welfare scheme for students through which they get financial help, books, copies, pens, bags etc.

6.5 Total corpus fund generated

65423045 from Govt.

6.6 Whether annual financial audit has been done? Yes  No

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

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

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

The examination is held by the university and the pattern of question papers is followed. The papers are based on the syllabus prescribed by Govt. of M.P. Bhopal.

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

The Institution has no status of being auto nomous.

#### 6.11 Activities and support from the Alumni Association

The meetings of alumni association are held time to time. The members of the association participate in the meetings effectively & give their fruitful suggestions. They are also ready to provide financial help to needy students.

#### 6.12 Activities and support from the Parent – Teacher Association

The parent-teacher association is active and useful in the college. The parents are invited to attend the meetings & we get feedback from them about the teaching in the institution.

#### 6.13 Development programmes for support staff

The professors are encouraged to attend orientation & refresher courses. They also take active part in national and international seminars on the concerning subject.

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

The Campus has a very beautiful garden. The dust bins have been placed in the campus to keep it neat & clean.

### Criterion – VII

#### 7. Innovations and Best Practices

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

The students without identity cards are not allowed to enter the campus. A vigil eye is kept on the students who while away the time in roaming here & there in the campus. The initiatives have been taken to make the campus eco-friendly.

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

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

The lectures are organised on popular topics of various subjects. The group discussion is organised among the students for the development of their personality.

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

7.4 Contribution to environmental awareness / protection

Efforts have been made for carbon neutrality. The college administration has passed a resolution to come in college on every saturday either on foot or by cycle.

7.5 Whether environmental audit was conducted?

Yes  No

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

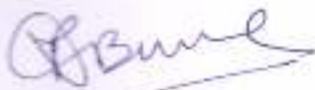
The highest academic, moral & spiritual values in the students. The empowerment of students so that they may live a productive and dignified life.

### 8. Plans of institution for next year

The college administration plans to renovate auditorium hall, to construct a new cycle stand, to start N.C.C. unit for girls, to establish language lab, to start smart classes. an amount of 10 lacs has already been spent on vehicle stand

Name Dr. Ravindra Barve

Name Dr. Smitra Waskel



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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