



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	GOVT. P. G. COLLEGE KHARGONE
Name of the head of the Institution	Dr. R. S. Devra
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07282241562
Mobile no.	9425981112
Registered Email	hepgckhr@mp.gov.in
Alternate Email	naacpgkhargone@gmail.com
Address	Bistan Road Khargone
City/Town	Khargone
State/UT	Madhya Pradesh
Pincode	451001

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Shail Joshi
Phone no/Alternate Phone no.	07282241562
Mobile no.	9425415367
Registered Email	joshizooology@gmail.com
Alternate Email	naacpgkhargone@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://govtpgcollegekhargone.org/wp-content/uploads/2020/12/2018-19_aqar_report.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://govtpgcollegekhargone.org/wp-content/uploads/2020/05/Academic_calender_2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	0	2004	01-Aug-2004	31-Jul-2009
2	B	2.21	2015	01-Jun-2015	30-Apr-2020

6. Date of Establishment of IQAC	19-Aug-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

National Level Webinar on Material Characterization techniques in physical & chemical sciences	27-May-2020 02	82
Remedial Classes	01-Oct-2019 15	841
Guru Nanak Jayanti on 150th year	30-Nov-2019 01	129
District level speech and street theater competition	31-Jan-2020 01	145
Hariyali Mahotsav and Shramdaan Camp	01-Aug-2019 20	335
National Sports Day and Feet for India	29-Aug-2019 01	372
Mahatma Gandhi 150th Anniversary	02-Oct-2019 01	270
Cyber Security Awareness Program	19-Nov-2019 01	210
Computer Tally Course	31-Aug-2019 30	40
Expert Lecture in various subjects	06-Feb-2020 05	1507
No Files Uploaded !!!		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No																
12. Significant contributions made by IQAC during the current year(maximum five bullets)																	
1. Fire extinguisher purchased for Zoology, Microbiology and Biotechnology lab. 2. Photocopier machines have been purchased. 3. 10 MBPS net connectivity of BSNL have been purchased. 4. Treadmill machine for Gym has been purchased. 5. Sanitary wending machine and incinerator have been purchased. 6. Educational tours had been organised.																	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year																	
<table border="1"> <thead> <tr> <th>Plan of Action</th> <th>Achivements/Outcomes</th> </tr> </thead> <tbody> <tr> <td>Books Purchasing</td> <td>New Books have been purchased to increase the number of availability of books for the library.</td> </tr> <tr> <td>Broadband Connectivity</td> <td>Ten MBPS net connectivity has been established.</td> </tr> <tr> <td>Expert Lecture</td> <td>For faculty and students improvement expert lectures in Economics, Political Science, Maths, geography, English, Hindi and Sociology have been organised.</td> </tr> <tr> <td>Educational Tour</td> <td>For the development of exploring qualities educational tours have been organised for the students of Botany and Geography department.</td> </tr> <tr> <td>Short term Courses</td> <td>Short term Courses and Value added Courses like tally have been started to provide job opportunities.</td> </tr> <tr> <td>Treadmill</td> <td>Treadmill has been purchased for the Gym. There are almost countless health benefits to regular exercise, including heart strength, weight loss and decreased insulin resistance. Walking or running on a treadmill is an excellent source of exercise that puts less stress on the body than walking or running on a flat surface outdoors.</td> </tr> <tr> <td colspan="2">No Files Uploaded !!!</td> </tr> </tbody> </table>		Plan of Action	Achivements/Outcomes	Books Purchasing	New Books have been purchased to increase the number of availability of books for the library.	Broadband Connectivity	Ten MBPS net connectivity has been established.	Expert Lecture	For faculty and students improvement expert lectures in Economics, Political Science, Maths, geography, English, Hindi and Sociology have been organised.	Educational Tour	For the development of exploring qualities educational tours have been organised for the students of Botany and Geography department.	Short term Courses	Short term Courses and Value added Courses like tally have been started to provide job opportunities.	Treadmill	Treadmill has been purchased for the Gym. There are almost countless health benefits to regular exercise, including heart strength, weight loss and decreased insulin resistance. Walking or running on a treadmill is an excellent source of exercise that puts less stress on the body than walking or running on a flat surface outdoors.	No Files Uploaded !!!	
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14. Whether AQAR was placed before statutory body ?	No																

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	28-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The Institute has a website http://govtpgcollegekhargone.org and also Portal at higher education M.P. Bhopal which the institution updates the requisite information e.g. admissions, faculty vacancies, guest faculty information, scholarships, accounts, record of books etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Institute is a Government, affiliated College and so it follows the Curriculum designed by the Department of Higher Education, M.P. and the affiliating Devi Ahilya Vishwavidyalaya, Indore. However, some of our faculty members participate in framing the syllabi as Board of Studies as well as the syllabi committee of Department of Higher Education, M.P. The College carefully follows the academic calendar of events prescribed by the Department of Higher Education, M.P, and specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation. Syllabus of each subject for the academic session is provided to the students. Teachers have to maintain a personal diary for effective academic planning, implementation and review of the curriculum. Theory and Practical classes are held according to the Time-Table which is prepared prior to the commencement of the academic year by a Time-Table Committee and is displayed on Notice Board & College website. Conventional classroom teaching is blended with reasonable use of ICT like YouTube assisted learning, power point presentations, websites, audio lectures, e-notes, are also being used by teachers, experiential learning, participative learning and problem-solving methods are also used for effective curriculum delivery. Seminars, workshops, special lectures, group discussions and departmental quiz by students, projects, group assignments, educational tours, field trips and industrial visits are also supplemented along with class room teaching. Extra classes are conducted for slow learners students are also motivated to refer to digital sources, internet, INFLIBNET and DELNET, apart from the prescribed text and reference books. Advance Learners are asked to use e-library resources along with other learning

material. Faculty members and students have been provided with user ID and Password for accessing NLIST books and journals. The Institute encourages faculty members to attend Orientation/Refresher courses, workshops, FDPs and present papers in seminars to update themselves and for acquiring necessary skills for effective delivery of the curriculum. Photo copies of the Certificates of the above courses are provided by faculty members to IQAC for documentation. Library provides INFLIBNET, DELNET, e-journals, Database, Shodhganga, Book Bank facility etc. The college also provides departmental library and 10 Mbps internet connectivity with campus Wi-Fi facility to the students and the teachers for effective teaching-learning. Departments are provided with computers and internet facility which the faculty uses for effective curriculum delivery. We have projectors, spacious classrooms, conference halls to conduct departmental programmes, extension lectures etc. Display boards/ notice boards outside the departments are used to display bulletins, announcement regarding, tests, assignments, lectures etc. The College has English Language Lab which is being used to help students improve English Language Communication.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	01/07/2019	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Nil	01/07/2019
BCom	Nil	01/07/2019
MA	Economics	01/07/2019
MA	Hindi	01/07/2019
MA	English	01/07/2019
MA	Geography	01/07/2019
MSW	Nil	01/07/2019
MSc	Botany	01/07/2019
MSc	Zoology	01/07/2019
MSc	Physics	01/07/2019
MSc	Chemistry	01/07/2019
MSc	Mathematics	01/07/2019
MCom	Nil	01/07/2019

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

	Certificate	Diploma Course
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Number of Students

Nil

Nil

1.3 – Curriculum Enrichment**1.3.1 – Value-added courses imparting transferable and life skills offered during the year**

Value Added Courses	Date of Introduction	Number of Students Enrolled
Computer Tally Course	31/08/2019	40
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Mathematics	16
MA	Economics	58
MA	English	38
MA	Geography	34
MA	Hindi	70
MA	Political Science	68
MSW	Nil	82
MSc	Botany	26
MSc	Zoology	26
MSc	Chemistry	21
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1.4 – Feedback System**1.4.1 – Whether structured feedback received from all the stakeholders.**

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

This policy provides a framework for - 1. Enhancing the quality of students by implementing curriculum in an effective manner, learning experience concerning teaching learning and assessment. 2. To provide an opportunity to students for active participation of students in the continual improvement of programs. 3. Extending support to good practices for systematic implementation of curriculum provided by Devi Ahilya Vishwavidyalaya ,Indore 4. Ensuring provision to share information with students regarding the consideration of stakeholders feedback . collected overtime including actions taken on raised concerns in their feedback. 5. The Institute has separate and independent feedback committee for the collection analysis and reporting of stakeholders feedback related to academic programs with a coordination of Heads of Departments. Policy Provisions 1. All stakeholders have the opportunity to provide feedback which is a core component of program evaluation. 2. Feedback process is systematic, comprehensive and well planned to maximize student participation. 3. Feedback

mechanism is based on questionnaire and informal communication. Collecting Feedback 1. The institute seeks student feedback in a form which can be collected, analyzed and reported every time a course is delivered through course and survey. 2. A core set of questions will form the basis of a survey deployed to systematically evaluate teaching and learning in all UG, PG courses. 3. Stakeholders feedback will be collected as required for specific purposes using methods appropriate for the specific feedback sought. Actions on summarized feedback 1. All the feedbacks received from various stakeholders are summarized and analysis is carried out at department level 2. Recommendations made from the feedback comprises of procurement of facilities and equipments ,and these suggestions are brought in implementation through management i.e JBS.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Botany	30	75	34
MSW	Nill	100	162	146
MA	Political Science	80	135	84
MA	Hindi	80	145	110
MA	Geography	40	98	55
MA	English	80	115	100
MA	Economics	80	120	111
BCom	Nill	240	580	325
BSc	Nill	620	1238	766
BA	Nill	600	1425	808
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	4802	1557	8	Nill	67

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
67	58	11	4	2	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The Government has launched a Teacher Guardian Scheme to help and guide the students in the campus for various purposes. In this programme, a teacher is appointed as the guardian of a number of students allotted to him/her at college level. He/she maintains not only the basic data required for various purposes i.e. scholarship etc. but also to bring the students under the umbrella of the various welfare schemes of the government. Apart from it, in the teacher guardian scheme a teacher also works to help these children in their difficulties regarding syllabus completion or any other grievance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6359	67	01:95

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
75	67	8	17	35

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Nil	Assistant Professor	Nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	C031	IV SEM	19/09/2020	30/10/2020
MSW	C025	IV SEM	19/09/2020	24/11/2020
MA	C018	IV SEM	19/09/2020	17/11/2020
MA	C006	IV SEM	19/09/2020	10/11/2020
MA	C007	IV SEM	19/09/2020	09/11/2020
MA	C008	IV SEM	19/09/2020	11/11/2020
MA	C005	IV SEM	19/09/2020	13/11/2020
BSc	C067,C085,C116,C118,C137	III YEAR	12/09/2020	04/11/2020
BCom	C032,C198	III YEAR	12/09/2020	30/10/2020
BA	C028	III YEAR	12/09/2020	31/10/2020

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

Continuous Internal Evaluation system at the Institutional level plays an important role in the assessment of students progress. It is executed in accordance with directives and academic calendar of the Department of Higher Education, Govt. of M.P.(Bhopal). The Examination Committee in the institute prepares the schedule for internal examination at the beginning of the academic year and is notified to the students and teachers well in advance. The College has an Internal Examination Cell which displays all the circulars regarding examinations on notice boards from time to time. This examination is in accordance to the directives of the Higher Education Department and is conducted twice in a semester system. The government has introduced annual examination system from 2019-20 and now we have quarterly and half yearly exams as internal exams. The time table is set by the Internal Examination Cell and each paper is allotted one hour time. The papers are set and evaluated by the faculty. These marks are sent to the University online, and are added to the marks obtained by the students in University exams. At the commencement of every academic year, the students are made aware of the continuous internal evaluation mechanism which includes nature of question papers, marking scheme. The following genres are preferred: Classroom Quiz, Group Discussion, Assignment, Report Writing, Class Seminars, Objective Questions, Poster/chart/model making, Class teaching, Semi surprise class test, Questionnaire making, Study of the work biography of scientist, writer, author and entrepreneur.

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

The Department of Higher Education, M.P. releases a comprehensive academic calendar for every session in the month of March/ April of the preceding session. Simultaneously detailed schedules for NCC, NSS, Red cross, sports, personality development, and youth festivals are released by the concerned authorities/ agencies. The notification for various examinations is issued by the university. So the teachers have ample opportunity to plan teaching learning schedule and extracurricular activities well in advance. They also have flexibility in conducting CCE and quarterly and half yearly examinations as per local conditions.

2.6 – Student Performance and Learning Outcomes

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

<http://govtpgcollegekhargone.org/po-pso-co/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C054	MSc	Physics	12	12	100
C025	MSW	Nill	82	82	100
C018	MA	Political Science	68	68	100
C006	MA	English	38	38	100
C007	MA	Geography	34	34	100

C008	MA	Hindi	70	70	100
C005	MA	Economics	58	58	100
C067,C085, C116,C118,C1 37	BSc	Nil	494	494	100
C032,C198	BCom	Nil	218	218	100
C028	BA	Nil	517	517	100
View File					

2.7 – Student Satisfaction Survey

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

<http://govtpgcollegekhargone.org/wp-content/uploads/2020/09/student-survey-2019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	Nil	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	01/07/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	01/07/2019	Nil
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	01/07/2019
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
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0	Nill
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3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Chemistry`	1	1.91
National	Geography	2	9.12
National	Zoology	2	11.52
National	Hindi	1	5.61
National	Economics	2	14.42
National	Botany	2	0
National	Physics	1	0
View File			

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

Department	Number of Publication
GEOGRAPHY	1
SANSKRIT	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Influence of Ce doping on Structural, magnetic and transport properties of CaMnO ₃ Perovskite	Dinesh choudhary	AIP Conference Proceedings	2019	0	Govt. P.G. College Khargone	Nill
Aquatic Macrophytic Biodiversity Assessment from dejladevada dam in khargone madhya pradesh , India	B.S.Solaniki	Unaati International journal of multidisciplinary Scientific Research U.J.J.S.B	2020	0	Govt. P.G. College Khargone	Nill
Physicoc	B.S.Sola	Life	2020	0	Govt.	Nill

hemical study dejla deviasta dom in khargone MP indore	nki	Sciences Leaflets			P.G. College Khargone	
Graameen upabhok?ta on ke kray v?yavahaar par vigyaapan ka prabhaav	Dr. R.S. Devra	Printing area Peer reviewed I nternation journanl	2020	0	Govt. P.G. College Khargone	Nill
Gareeb nivaaran mein shaharee aajeevika mishan : udyamita kee bhoomika (kharagon jile ke vishesh sandarbh mein)	Dr. R.S. Devra	Patlipitra jauranal of indology	2020	0	Govt. P.G. College Khargone	Nill
Maalavee ke maanad kavi baalakavi bairaagee	Dr. Parasmani Gupta	Naveen Samajik Shodh	2019	0	Govt. P.G. College Khargone	Nill
Abundance of Zooplan kton species in west Nimar (M.P)	Dr. R. Rawal	Int. Jour of Zoology studies	2019	0	Govt. P.G. College Khargone	Nill
Diversity of Benthic Macroinver tabrate in Samalda Reservoir (District dhar) MP	Dr. R. Rawal	Scholarly research journal for Interd isciplinar y studies	2019	0	Govt. P.G. College Khargone	Nill
Aadivaasee bahuly kshetr ka vikaasaatm ak	Prof. Suresh Awase	Naveen shodh sanar Inte rnational refereed / peer	2019	0	Govt. P.G. College Khargone	Nill

parivartan (kharagon jile ke vishesh sandarbh mein ek bhaugolik adhyayan)		review research journal				
Photochemical degradation of the Hazardous day calmag iteing nano ZnO catalyst anavisible light march -19 Vol. 8 page no. 406-414	Sunaina Chouhan	International journal of green and harbal chemistry	2019	0	Govt. P.G. College Khargone	Nil

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2020	Nil	Nil	Nil

[View File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	10	Nil	Nil
Presented papers	Nil	2	Nil	Nil

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree planting camp	NSS Girls	25	49
Hariyali Mahotsav and Shramdaan Camp	NSS Girls	35	300
Sadbhaavana divas	NSS Girls	65	750

National Sports Day and Feet for India	NSS Girls	47	325
Nutrition Diet Month	NSS Girls	2	32
New Dimensions of Higher Education	NSS Girls	2	11
Nss day	NSS Girls	10	225
One day camp (sanitation service)	NSS Girls	12	135
Gandhi Jayanti (Seminar)	NSS Girls	10	35
District Level Seven Day Special Rural Camp	NSS Girls	35	200
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
TSC Delhi Tent Pitching	Gold Medal	NCC BN DEHLI	1
TSC INTER GROUP	BEST CADET MEDAL	9 MP BNCC Indore	1
CATC Salami Shastr Aashapur Dist.Bhuranpur	Gold Medal	36 MP BN NCC Khandwa	1
CATC Drill Test Aashapur Dist.Bhuranpur	Bronze medal	36 MP BN NCC Khandwa	1
CATC Tent Pitching Aashapur Dist.Bhuranpur	Gold Medal	36 MP BN NCC Khandwa	9
CATC Best Work Aashapur Dist.Bhuranpur	Gold Medal	36 MP BN NCC Khandwa	1
All india traking camp Jharkhand rachi	Best Traking expedition trophy	44 NCC BN Jharkhand	5
CATC khandwa	Best work gold medal	36 MP BN NCC Khandwa	1
CATC khandwa	Tent pinching gold medal	36 MP BN NCC Khandwa	9
CATC AAshapur dist. burhanpur	Salami shastra me gold medal	36 MP BN NCC Khandwa	1
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender Issue	Cyber workshop	NSS Boys Unit	35	175
Aids Awareness	AIDS Awareness Program	NSS Boys Unit	58	357
Swachh Bharat	Cleanliness Week	NSS Boys Unit	8	35
Swachh Bharat	One Day Camp (Cleanliness only service)	NSS Girls Unit	12	135
Swachh Bharat	Hariyali Mahotsa Shramdan Camp	NSS Girls Unit	35	300
Aids Awareness	World AIDS Day	MSW	2	80
Swachh Bharat	Solid waste	MSW	2	80
Swachh Bharat	Cleanliness Day Program	MSW	2	110
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Expert Lecture (Workshop)	Prof. Vandana Barve	0	1
Expert Lecture	Prof. Dinesh Choudhary	0	1
Expert Lecture	Economics Department	0	1
Expert Lecture	Political Science Department	0	1
Expert Lecture	Sociology Department	0	1
Expert Lecture	Social Work Department	0	1
Expert Lecture	Geography Department	0	1
Expert Lecture	English Department	0	1
Expert Lecture	Hindi Department	0	1
Expert Lecture	Political Science Department	0	1
View File			

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

facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	01/07/2019	01/07/2019	0
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
M.P. Bhoj (Mukt) University Bhopal	10/08/2019	Study center for various educational programs	35
Gayatri Shakti Peeth Khargone	12/08/2019	To provide moral education, cultural knowledge and good mental health	197
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0.45	0.45

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul 2	Partially	2	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	51944	12506505	617	138123	52561	12644628
Reference Books	473	53285	2	1348	475	54633
Journals	Nil	Nil	1	5500	1	5500
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	01/07/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	127	69	69	0	0	9	49	4	0
Added	0	0	0	0	0	0	0	10	0
Total	127	69	69	0	0	9	49	14	0

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

14 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Language Lab	https://youtu.be/WH0JlqKTMcQ
Language Lab	https://www.facebook.com/DrShambhuSinghManahar/videos/332766611315384/
Language Lab	https://www.facebook.com/DrShambhuSinghManahar/videos/2740562239601607/
Language Lab	https://www.youtube.com/watch?v=VrgJHSWF26c&feature=youtu.be&ab_channel=DrRanj

	itaPatidar
Language Lab	https://www.youtube.com/watch?v=DyCOLssfU&feature=youtu.be&ab_channel=DrRanjitaPatidar

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5433215	5433215	3797771	3797771

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

The Policy for Maintenance and Utilization of Physical, Academic and Support Service facilities assures the optimum utilization and proper maintenance with a standard required specification of physical, academic and support service facilities of the college. AIMS: 1.To achieve optimum utilization of facilities and services for the benefit of stakeholders. 2.To receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities. 3.To prevent misuse and misconduct of resources and services. 4.To achieve timely up-gradation, replacement and repairing of the resources and services. 5.To set standardized maintenance and utilization procedures for resources. 6.To reduce probabilities of accidents at workplace for ensuring safety. The mechanism for implementation- Administrative office The administrative office is a ground level step to fulfil the commitment expressed in the policy statement. Day to day maintenance and care is taken by the administrative office in consultation with the Principal. Infrastructural Facilities: The College has various committees which function for the up keeping and embellishment of the building and other physical facilities available. For the development of campus beautification there is an efficient Campus beautification and Maintenance Committee. This committee monitors all the activities. Planting of seasonal trees and plants is carried out in the college premises regularly. Lawns are maintained on regular basis. The interiors of all the blocks like display board, notice board is looked after by the same committee. To look after the construction work the College has Infrastructural Construction and Maintenance Committee. Construction, repair and maintenance of the building and all repair works are done through PWD as per instructions of the government. Library: Our College library has a rich collection of more than 49736 text books and 473 reference books. 10 daily News papers, 2 Employment oriented Newspapers and more than 7 lakh books in National Digital Library of India and more than 6000 e- journals. An open access to facilities is available. There is a small e-library with 10 computers, INFLIBNET-NLIST connectivity for Electronic Library. There is a Central Library with Reading Rooms of 100 seating capacity. The library is under CCTV Surveillance Library staff of the college is engaged in the maintenance the complete library block and stock verification of library books. Computer and IT Infrastructures We have the facilities of Bio-metric Machine to maintain the arrival and departure of faculty members and staff. Annual Maintenance has been provided by relevant expert for the regular maintenance of ICT facilities and their up-gradation in the College. Laboratory Equipments Maintains stock register by laboratory for keeping a list of instruments used in the laboratory. Repairing of broken items is made on as and when required by the service providers. Maintains dead stock register regularly to keep account of

the non-functional equipment. Purchase committee The annual review of the facilities and services are made by stock verification committees. The report is put forth in the meeting of purchase committee chaired by the principal. In these meetings, priorities are fixed and important decisions are referred to the Janbhagidari Samiti meetings.

<http://govtpgcollegekhargone.org/wp-content/uploads/2020/11/4.4.2.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	All Scholarships Scheme	9809	87466151
Financial Support from Other Sources			
a) National	All Scholarships Scheme	53	0
b) International	0	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Preparation for University Semester Exams	15/11/2019	62	Govt. P. G. College, Khargone
Interview preparation	12/10/2019	80	Govt. P. G. College, Khargone
Personality Development and Group Discussion	05/10/2019	60	Govt. P. G. College, Khargone
Mathematical Aptitude	21/09/2020	53	Govt. P. G. College, Khargone
Data Interpretation and Transmission	14/09/2019	54	Govt. P. G. College, Khargone
Reasoning training	07/09/2019	28	Govt. P. G. College, Khargone
Communication skills	27/08/2019	58	Govt. P. G. College, Khargone
Self-confidence	22/08/2020	47	Govt. P. G. College, Khargone
Opachaarik pahanaava evan v?yaktit?va nirmaan	10/08/2019	31	Govt. P. G. College, Khargone
Swot analysis	13/07/2019	46	Govt. P. G. College, Khargone
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Swami Vivekanand Career Guidance Scheme	904	771	Nil	12
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	50	BA, BCOM, BSc, MCOM, MSc, MA	Govt. P.G. college khargone	DEVI RUKAMANI KHARGONE	B.Ed
2019	3	MA, MSc	Govt. P.G. college khargone	GULAB BAI YADAV SMRITI COLLEGE BORAWA	B.Ed
2019	3	MSc	Govt. P.G. college khargone	SRGBNC, SANAWAD	B.Ed
2019	56	BCom	Govt. P.G. college khargone	Govt. P.G. college khargone	MCom
2019	81	BSc	Govt. P.G. college khargone	Govt. P.G. college khargone	MSc

2019	326	BA,BSc	Govt.P.G.C ollege khargone	Govt.P.G.C ollege khargone	MA
2019	2	BSc	Govt.P.G.C ollege khargone	Umiya Kanya Mahavi dhyalay Madleshwar	B.Ed
View File					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
Table tennis Nill	Institutional Level	5
Volleyball Nill	Institutional Level	10
Kabaddi Nill	District level	12
Kho kho Nill	District level	12
Cricket Nill	District level	16
Badminton Nill	District level	2
Basketball Nill	District level	2
Chess Nill	District level	4
Football Nill	District level	10
Cross country Nill	Institutional Level	10
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Cross Country	National	1	Nill	0	Rum Singh Vaske
2019	Hockey	National	1	Nill	0	Himanshu Karma
2019	Hockey	National	1	Nill	0	Km. Vidhya
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This

empowers the students in gaining leadership qualities, rules regulations and execution skills. Each council has a representative council, which is called Class Committee which includes student as a member. The members bring forward the views and suggestions of the entire class with respect to faculty, subjects, syllabus methodology, and other related activation. The composition of the committee is of one topper, one average and one slow learner students (the one who has more integrity with other students) of each class and are nominated as class representatives. The Student Council of the institution helps students to share their ideas, interests, and concerns with the teacher and Head of Institution. They often help to raise funds for activities, like social work and college reform. The funding for various activities of these internal bodies is provided by the Janbhagidari Samiti constituted in the institute. Since this is a government college election for Student Association college has to follow the rules of higher education department Government of Madhya Pradesh. This year there is no Student Association because student elections were not conducted in Madhya Pradesh. Student representatives on various academic and administrative bodies: The participatory mechanism facilitates the student's representation in various academic and administrative bodies/committees, these include • College Development Committee (CDC) • Prevention of Sexual Harassment Committee • Anti-ragging Committee. • Student Council • Student Welfare committee • Magazine and Publications committee • Cultural activity committee • Library advisory committee • Hostel committee

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association has been established in the year 2014 and registered with Committee Registration No03/30/01/17480/14 dated as per Society Registration Act, 1973 (44). The college organizes the meeting of Alumni Association regularly to share and discuss the issues related to the progress of the college. Such meetings help to share their ideas and expectations with the administration. The college continues its interaction with students even after they have formally left college for higher studies through an active and vibrant Alumni association which consists of former students as well as retired teachers. The Institution has a network of old students. The Institution rests on the rich history of the student's success and glory. The association regularly meets and interacts with the management. The Alumni organizes lectures on personality development. Over the years it has been helping in holding interactive sessions to motivate the students regarding social adoption and career seeking. The alumni have expanded and strengthened it with new enrolments. The alumni appear for various activities and their suggestions are taken into account. The alumni have been contributing significantly to the development of the college during the last five years. Contribution of alumni in academics and administration is more useful to the development of the college. The institute interacts frequently and collaborates with the alumni. Alumni frequently visit the institution and attend the alumni meets. The Alumni Association has enrolled 110 members. It has Shri Rajesh Mandloi as its president, Shri Dinesh Patel as Vice President, Shri Bholu Karma as Secretary and Shri Purnashankar Thakur as Joint Secretary. Most of them have contributed by various means for the development of the institute. The members organize and conduct various activities such as- • The association takes initiative to act as participatory management in the policy framing of the institute. They put their expectations before the administration. • The college alumni have taken initiative in donating the books to the poor and needy students. • In the annual alumni association meeting, the activities pertaining to the development of the institute are planned such as- 1. Tree plantation in the college campus. 2. Health awareness related activities. 3. Motivation to the junior students.

4. Interaction with the respective departmental students and teachers. 5. Guidance for the development of students. 6. Sharing of experiences with the students. 7. Career counseling for better future. Alumni Benefits for Students:

- Personality Development Program
- Career Guidance
- Industry Institute Interaction
- Mentoring

5.4.2 – No. of enrolled Alumni:

110

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Practice I In the academic year 2019-20, a separate NAAC Steering Committee was formed by the Principal with the suggestions of IQAC and JBS for preparation of AQAR and 3rd Cycle Self Study Report to NAAC. Following responsibilities were given to this committee. - AQAR Preparation and Submission - IIQA Clearance - Institutional Profile - Student Satisfaction Survey - Criterion-wise data uploading and documentation - Data validation and verification - Peer Team Visit The following are the members of the Steering Committee - 1. Dr. R.S.Devra - Principal of the college 2. Dr. Shail Joshi (IQAC Coordinator) 3. Dr. V.Barve - I/C Criterion-I 4. Dr. A.K.Gupta - I/C Criterion-II 5. Dr. M.Gupta - I/C Criterion-III 6. Dr. S.D.Patidar - I/C Criterion-IV 7. Dr. C.L.Dulkar - I/C Criterion-V 8. Dr. P.Gupta - I/C Criterion-VI 9. Dr. R.Barve - I/C Criterion-VII The following are the members of the working Committee - K.S.Baghel, S.Batve, Sunaina Chouhan, Lalit Kumar Bhataniya, Dinesh Choudhary, Gagan Patidar, Tushar Jadhav This committee unanimously defines the quality benchmark parameters for enhancing the overall academic ambiance of the college and takes initiatives in planning, implementing and reforming the various quality improvement strategies of the college. This committee follows the recommendations which are discussed in staff meetings and stakeholders meetings. This exercise is the best example of the culture of decentralization and participative management adopted by the college for sustainable quality development. Practice II The Practice of decentralization may be found during purchase of books in the college. Every year, books of amount 1500.00 for each SC and ST student is being purchased under Schedule Caste and Tribe fund since 2012. Additional Director, Indore publish tender for purchasing books according to the government procedure. For session 2019-20, notification for purchasing books by AD was published on 17.07.2019 in local newspapers and the college received the latter on 19.07.2019. After this, Librarian was asked to prepare the list of the books to be purchased recommendations from the HODs of all the departments were received with bibliographical details of the books and final list was prepared. Within 15 days of the publication of the Tender Notice, 17 suppliers presented their rate list in the college in sealed envelopes. These envelopes were presented before the purchase committee on 15.08.2019 for making comparative chart. On same date, Prepared comparative rate chart was presented to the Principal through the librarian. All the purchase orders of books have clear mention of terms and condition of the tender with their respective budget heads. Book suppliers have delivered the books as per order within due date after the verification of the books, accession number was allotted to the books

and series of accession number were put on the bills. After the acquisition procedure, bills were passed by librarian and the principal, after this, the bills were presented in the treasury for the payment by the Accounts office. Thus, the Principal decentralized his rights of purchase of books among purchase Committee members, Librarian, HODs and the Accountant office.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	1.The admission processes of the students are followed as per the rules and regulations of DAVV Indore. 2. Admission Committee is formed for smooth functioning of students admissions, proper guidance is given to students for their admission documents are verified if required by the admission committee. 3.Counseling also done regarding different programmes. 4.College administration ensures free and fair admission process and also take care of students facilities regarding admission.
Industry Interaction / Collaboration	1.The college is trying its level best to enhance industry- institute interaction activities like industrial visits, guest lectures for the professional development of students and faculties.
Human Resource Management	1.Meetings are held with the staff to discuss allotment of duties their feedback is taken time to time and college management redressed the grievances of staff effectively. 2.The faculty and staff members are entitled to get all kinds of leave as per the norms of university and govt. made in this respect. 3.On duty is provided for pursuing higher studies, courses, FDP conferences and exam duties.
Library, ICT and Physical Infrastructure / Instrumentation	1.College has rich library where reference books, Journals, Newspapers, are available in plenty. 2.The college library has subscription to N-List by UGC-INFLIBNET, which helps teachers and students to enhance their knowledge and they can add more feathers in the cap of their research works and specific knowledge about various subjects. 3.Records of Library are maintained systematically.
Research and Development	1.College has well planned research

	<p>centre for various subjects where Students and faculties are encouraged to do research. 2.Research and development cell is formed for smooth functioning of research work in college. 3.Faculty students are motivated to publish their research papers in various national and international conferences.</p>
Examination and Evaluation	<p>1.College has its systematic procedure for conducting examination as per the university guidelines, Examination committee of college conducts meeting prior to the university examination for fair Examination and also takes in to account to reduce malpractices. 2.Remedial classes facility are given to slow learner students. Continuous and comprehensive evaluations are conducted in college as per the guidelines of DAVV Indore.</p>
Teaching and Learning	<p>1.Regular classes are conducted and students are motivated for better academic Performance. 2.Innovative Teaching methodologies are used to develop overall strength of students as well as staff. 3.Under the guidance of IQAC, every department is promoting quality enhancement activities in academics through seminars, workshops, on different subjects. 4.Internal and comprehensive, Continuous assessment is done as per the guidelines of DAVV Indore M.P.</p>
Curriculum Development	<p>1.The college execute curriculum of D.A.V.V Indore efficiently and give suggestions to Board of Studies for curriculum development. 2.As per the needs of the students, job oriented value added courses are conducted. 3.IQAC ensures planned educational development The management has active and lead role for Implementation of feedback as well as proper action is taken after feedback collected from students, teachers and Alumni.</p>

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

E-governace area	Details
Planning and Development	<p>By implementing e-governance system in Institute it can help in maintaining a database of students that will provide opportunities to the students. It empowers the management to plan the development of education system in the</p>

	institute.
Administration	<p>The college is connected through high speed internet bandwidth of 4 and 10 MBPS. In the year 2016-2017, college was connected through internet bandwidth of 2 and 4 MBPS, now we have upgraded it up to this 4 and 10 MBPS. College has fully automated 24 x 7 internet facility. The institute is having 127 computer sites equipped with internet facility. The institute records attendance of faculty and other staff members through bio metric attendance. The institute has LAN and high speed internet facility.</p>
Finance and Accounts	<p>1. Survey and other details of the employees related to finance are maintained through IFMS system from 2017-18 before this CSFMS software was functioning. 2. Scholarship of SC/ST/OBC student sanctioned through the institute by M P T A A S (For ST Category students) software and M.P. scholarship 2.0 version software for OBC and SC category students. 3. Tender for various requirements of the institute given on the college website. 4. From 2019-20, college uses tally software for e-governance for transparent functioning of finance and accounts of the college. This helps in increasing the efficiency of staff towards the accuracy in financial transactions. The college conducts regular audits of annual books of accounts. The administrative office keeps all financial records separately as per the events and transactions made for. The administrative office maintains the books of accounts properly which helps in auditing procedure.</p>
Student Admission and Support	<p>1. The institute extends its help to students in their admission, through MP Online Portal, viz examination forms verification, scholarship related online assistance. The website follows all the guidelines of the Higher Education Department, Government of M.P. regarding students admission through E-Platform. 2. The institute supports students through its virtual classroom which is connected with video conferencing system on which various courses for students and guidelines, conferences are being run by the Higher Education Department of Madhya Pradesh.</p>

Examination	<p>The institute has the separate, examination control room equipped with ITC tools required for examination purpose viz. Computer system, internet facility, printer, Scanner Machine. All the guidelines of DAVV Indore are followed by the institute. The institute has 2 smart classrooms and rich library which is having soul 2.0 version software, based on 5 module viz: Acquisition, circulation, cataloguing, Serial control, OPEC (Online Public Access Control) and INFLIBNET, E-Shodhsindhu, N-List subscription for students knowledge enrichment based on E-Platform. Continuous Comprehensive Evaluation, assignments, projects, practical, dissertations, etc. marks uploaded in e-format and the institute submits marks to the DAVV Indore according to their rules, regulations and guidelines. The institute runs B.A. , B.Sc. Computer application programme and Msc, Bsc computer science program etc. and for this the Institute has operational 68 computers in computer lab and separate computer department is functioning in the institute. In order to enhance students communication skills in English Language the Institute has separate Language Lab with Wordsworth language learning software subscription.</p>
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6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Basic Computer	17/09/2019	19/09/2019	Nil	26

		Training Program				
2019	Digital India Program in respect of Banking	Digital India Program in respect of Banking	14/11/2019	14/11/2019	54	24
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course on Nano-Technology	1	07/01/2019	27/01/2019	21
Environmental education and disaster management	1	19/11/2019	02/12/2019	14
Refresher Course on Basic Science	3	16/12/2019	28/12/2019	14
Redefining Laboratory instruction using virtual library	2	21/08/2019	18/09/2019	28
Pedagogy of Science, Humanities Technology	2	07/09/2019	25/09/2019	21
OER for Empowering Teachers Swayam Online Course	4	24/07/2019	21/08/2019	28
Modern Spectroscopy and its Application	1	07/01/2019	27/01/2019	21
Refresher Course on Nano Technology	1	29/08/2019	11/09/2019	14
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
53	67	28	71

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.Priority given in the College admission of wards of the faculty and staff. 2.Maternity benefits. 3.Medical leave. 4.Yoga classes. 5.Wi-Fi facility. 6.Computing facility 7.Sports facilities 8.Identity cards 9.Child Care 10.Duty leave 11.State Insurance 12.Medical Reimbursement	1.Uniform is provided to peon and security 2.Maternity benefits. 3.Medical leave. 4.Yoga classes. 5.Wi-Fi facility. 6.Computing facility 7.Sports facilities 8.Identity cards 9.Child Care 10.Duty leave 11.State Insurance 12.Medical Reimbursement 13.Priority given in the College admission of wards of the faculty and staff.	Free Books, Stationary, Aawas Yojna, Gaav ki beti Yojana, Vikramaditya Scholarship, Postmatric Scholarship, Research Scholarship, Mukhya Mantri Medhavi Yojna and other Scholarships, Sports Kits, Gold and Silver Medals for merit holder Students.

6.4 – Financial Management and Resource Mobilization

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

The accounts of the college budget are audited internally and externally regularly. For the internal audit, an Audit inquiry committee of senior faculty members is constituted which inquires accounts regularly and submits the report to the principal. For the external audit, audit committees from HE department Govt. of MP and AGMP Gwalior (MP) come to audit the accounts annually. The external/statutory audit has been completed up to the session 2020-21 from the inception of the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
College Janbhagidari Samiti	28823654	For Remuneration, Building Constructions, Research, Furniture, Books, Equipments, Chemicals, Renovations, Security Maintenance etc.
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQAC Co-ordinator
Administrative	No	Nill	Nill	Nill

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

1. Organizes meetings twice in a year. In order to develop parent-teacher interaction to impart value oriented education and welfare of students. 2. Whenever College Organizes social service Programmes . Parent are invited to see the participation of students in social service activities. viz NSS Camp, Adaption of village for literacy programmes, plantation etc.

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

1. Basic Computer training for college Non teaching staff. 2. Tally training for Accountant. 3. Digital India Program.

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

1. Indore Stadium 2. ICT facilities. 3. Promotion of research. 4. More books and journals in library. 5. Coaching classes for administrative job other competitive exams.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	National Level Webinar on Material Characterization techniques in physical chemical sciences	27/05/2020	27/05/2020	28/05/2020	82
2019	Remedial Classes	01/10/2019	01/10/2019	09/01/2020	841
2019	Guru Nanak Jayanti on 150th year	30/11/2019	30/11/2019	30/11/2019	129
2020	District level speech and street theater competition	31/01/2020	31/01/2020	31/01/2020	145
2019	Hariyali Mahotsav and Shramdaan Camp	01/08/2019	01/08/2019	01/08/2019	335
2019	National Sports Day and Feet for India	29/08/2019	29/08/2019	29/08/2019	372
2019	Mahatma	02/10/2019	02/10/2019	02/10/2019	270

	Gandhi 150th Anniversary				
2019	Cyber Security Awareness Program	19/11/2019	19/11/2019	19/11/2019	210
2019	Computer Tally Course	31/08/2019	31/08/2019	31/08/2019	40
2020	Expert Lecture in various subjects	06/02/2020	06/02/2020	28/05/2020	1507
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Cyber Security Awareness Program	19/11/2019	19/11/2019	85	90
Beti Bachao Beti Padhao	21/02/2020	21/02/2020	50	40

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

Percentage of power requirement of the University met by the renewable energy sources
1. Cleanliness Program 2. Plantation 3. Motivating the students and the staff members like pooling the vehicle, walking, using bicycle etc. 4. Solar Panel rooftop is under process.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	24
Ramp/Rails	Yes	24
Rest Rooms	Yes	24
Scribes for examination	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2019	1	1	20/09/2019	01	organic fertilizer	Awareness Program	122
2019	1	1	21/09/2019	01	Chapaatee chitran (PRA)	Awareness Program	82
2019	1	1	27/09/2019	01	Social Work Training	Awareness Program	82
2019	1	1	01/10/2019	01	Blood donation	Awareness Program	82
2019	1	1	01/12/2019	01	World AIDS Day	Awareness Program	82
2019	1	1	20/12/2019	01	Solid waste	Cleanliness and awareness	82
2020	1	1	22/01/2020	01	Svachchhata divas kaaryakram	Cleanliness and awareness	112
2020	1	1	23/01/2020	01	Tree Plantation	Cleanliness and awareness	102
2020	1	1	26/01/2020	01	Anand Festival	How life should be described as joy.	22

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct of various stake holders	01/07/2019	Various Committees are formed for follow up of Code of Conduct. Viz Discipline Committee monitors whether students are following rules and regulations and take action on the breach of rules and regulations. Code of Conduct of the Principal monitored and regulated time to time by Govt. of M.P. Code of Conduct of teachers which are directed by UGC, monitored and implemented by the Principal of Institute through various

Discipline Committees.
Code of Conduct of Non-Teaching staff which are made by Govt. of M.P. and properly monitored by the Principal of Institute.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sadbhavana Diwas 75th Birth Anniversary of Rajiv Gandhi	21/08/2019	21/08/2019	310
Mahatma Gandhi Anniversary 150th	02/10/2019	02/10/2019	275
NSS Day	24/12/2019	24/12/2019	371
Milaavat khauree ke prati jaagarookata	14/11/2019	14/11/2019	395
Blood Donation	01/10/2019	01/10/2019	82
Independence Day	15/08/2019	15/08/2019	185
Madhya Pradesh Establishment Day	01/11/2019	01/11/2019	180
NCC Day	17/11/2019	17/11/2019	180
Republic Day	26/01/2020	26/01/2020	210
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Plantation • Water harvesting • Solid waste management • Plastic-free campus
- Reduce electricity consumption • Proper dispose of garbage • Paperless office: - Use electronic storage for documents in place of paper.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 N.S.S Objective: The N.S.S. activities are part and parcel of the college education to fulfill the objective of holistic education. Through these activities the participants directly work for the cause of community and nation. At the same time their personality is developed as they come across with real life experiences and situations. Thus, the institute attains the goal of transforming the volunteers of N.S.S. into responsible citizens of the nation. N.S.S. unit adopts a nearby village in order to spread intellectual awareness and value of education, among villagers. N.S.S. had been introduced in the year 1969 by the Government of India with the purpose of inculcating the spirit of social responsibility, consciousness self motivated discipline and respect towards labour among the students of higher education. Student should utilize his/her leisure for the service of society and for the completion of his education, come across with the real life situations so that his/her personality can develop. **Context:** The institute conducts its N.S.S. activities throughout the academic session as a team work of N.S.S. volunteers under the active guidance and leadership of program officer. A close study of the students' inclinations reveal that most of the students have an inherent tendency to work for society. But they lack certain opportunities and platform

to perform. The N.S.S. units utilize this notion of the student youth to work practically and enthusiastically in the adopted villages by involving themselves as N.S.S. volunteers with the purpose of inculcating awareness in rural community regarding education, prevention of disease. The N.S.S. volunteers are made to work with the rural community. Moreover, a wide range of activities like Cleanliness, Personal Health, Plantation, Voter Awareness Program, Practice of 'Yoga', Observance of important days and Awareness Campaign are organized during special camps in the nearby villages. Practice: N.S.S. unit performs various activities in the nearby adopted villages and in the institution. Most of these activities are focused on the special theme "Health and Cleanliness and Personal Health". ? N.S.S. volunteers donate their labour for village cleanliness and institutional premises. They generate awareness regarding cleanliness among villagers through collaborative work, morning walks, slogans, songs and street plays. ? Blood donation camps and Health check-up camps are arranged under the aegis of Red Ribbon Club and Indian Red Cross Society community is made aware for the prevention of AIDS and other diseases. The need and importance of nutritional food is explained through the various activities. Programs are arranged for spreading awareness. ? Intellectual sessions are organized in camps. In such sessions various lectures are delivered for the intellectual upgradation of the students. ? N.S.S. volunteers take vow to work for the promotion of literacy. They practically work for the eradication of superstitions and increase in literacy rate. Important days and anniversaries of great men are celebrated including Gandhi Jayanti, Swami Vivekanand Jayanti, Voter Awareness Day, Sadbhavna Diwas, N.S.S. Establishment Day Celebration, National Sports Day etc. Activities pertaining to the particular day viz Essay writing, Slogan writing, Discussion etc are organized. While celebrating Swami Vivekanand Jayanti Yogasanas and Soorya Namaskar are practiced in the college. ? For women Empowerment Smart girl training program, Surakshit Balika week, Beti Bachao, Beti Padhao etc. programs are arranged. Evidence of Success: In past five years college N.S.S. units have organized various activities including unit camps, district camps, celebrating special days. As a result of these activities a noticeable change has been observed in the personality of the students. Participants emerge more confident and efficient as they gain practical experience of tackling the real life problems. Some noteworthy achievements of the N.S.S. volunteers are as follows: ? A considerable number of students have participated in the state level and national level camps. ? N.S.S. volunteers are directly benefited with the attainment of 'B' and 'C' certificates. These certificates support the students with weight age marks in job selection process. Problems Encountered: Though N.S.S. volunteers are committed to work for the cause of community and society, yet it is very difficult for them to live up to the high expectations of the people. They have to perform numerous tasks in a relatively short period of time, while completing their degree courses. They are bounded by rules and regulations. They come across some practical problems while performing various awareness campaigns. One such common problem is that some villagers are reluctant to cooperate with the volunteers and adamant about their notions. Organizers too, come across various problems. Selecting a proper place for the camp is a tough task. However, problems are overcome and activities go forward in the direction of success. Best Practice 2 N.C.C Title of the Practice: National Cadet Corps Objective of the Practice: Under its manifold objectives college NCC unit aspires at developing character, a secular outlook, comradeship, discipline, the spirit of adventure national integrity and ideals of selfless service amongst students. Further, it aims at creating a connectivity of organized, trained and motivated youth with leadership qualities in all walks of life, who will serve the Nation regardless of which career they select. Moreover, the NCC provides an environment conducive to motivating young Indians to join the armed forces. The Context: Existed as the fourth line of defense of the nation, N.C.C. unit had been established in 1965

in the college. This unit is under 36 M.P. Battalion N.C.C. Khandwa and its group headquarter is 9 M.P. Battallion N.C.C. Indore. In college N.C.C. has been established in the form of company It's number is 3/36 Govt.P.G.College Khargone. Cadets are trained with the purpose of serving the Nation for internal security and emergency services. The session of N.C.C. is from August to January. 40 parades are conducted in a session. (twice in a week) The session includes various activities viz drill practice, weapon training, map reading and other activities. The Practice: Institutional training conducted at College is the mainstay of NCC training and is conducted by Associate NCC Officers and Armed Forces personnel. Institutional training includes basic military training to the cadets as part of the curriculum and prepares them to join the Armed Forces. It is conducted with the following specific purpose:- I.

Firstly, to expose young cadets to a 'regimental way of life' which is essential to inculcate in them the values of discipline, duty, punctuality, orderliness, smartness, respect for the authorities, correct work ethos, and self- confidence. II. Secondly, to generate interest in cadets by including and laying emphasis on those aspects of Institutional Training which attract young cadets into the NCC and provides them an element of thrill and excitement. III. Thirdly, to inculcate Defense Services work ethos that is characterized by hard work, sincerity of purpose, honesty, ideal of selfless service, dignity of labour, secular outlook, comradeship, spirit of adventure and sportsmanship.

The College NCC unit takes part in various camps and activities at college level, inter collegiate level, district level, state level and national level. NCC cadets take part in the following activities: ? ATC- Annual Training camp ?

CATC: Combined Annual Training Camp. ? NIC: National Integration Camp ? ALC: Advanced Leadership Camp ? RDC: Republic Day Camp ? TSC: Thal Sainik Camp ? TC:

Tracking Camp Besides these activities, N.C.C. Cadets take part in various welfare works including Adult Education, Blood Donation, Tree Plantation, Celebration of various days, 'B' and 'C' certificate exam. Evidence of Success: A noticeable change is observed in the personality of students after attending the various activities and training. They emerge as more confident, self-reliant, hardworking, self disciplined, willing to work for the nation. During

last five years many N.C.C. cadets glorified the institute with their achievements. Some of these achievements are listed below: 1. Pushpendra Namdev awarded with: A. Best Cadet Medal for the participation in TSC Inter Group. B. Gold Medal for TSC Delhi Tent Pitching. 2. Yogesh Khede awarded with: A. won best work Gold Medal for the participation in CATC Khandwa. B. Gold Medal in

Salami Shastra in CATC Ashapur Dist. Burhanpur. Problems Encountered and Resource Required: 1. One of the major problems encountered is the lack of sufficient clothing for cadets. 2. Lack of proper facilities in camps is also problem. 3. Most of the student don't want to join N.C.C. The reason behind their reluctance is that after obtaining certificates cadets don't get any direct benefit in job recruitments. Another reason may be arability of job oriented courses. Most of the students prefer these courses and don't gent enrolled in N.C.C. activities.

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

<http://govtpgcollegekhargone.org/wp-content/uploads/2020/11/7.2.1-Best-practices.pdf>

7.3 – Institutional Distinctiveness

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

Since the Vision of the Institute focuses on comprehensive and sustained growth of the students, the college aims to bring the economically weak rural and tribal youth into main stream and make them a responsible citizen of India.

Students need a break from classroom and lectures to rejuvenate and extracurricular activities are the best way to regain that energy and enhance student's personality. Whether getting involved in student clubs, volunteering activities and sports tournaments, these activities outside the regular classroom, help students meet new people and develop their social skills. While academics play a significant role, sports-related activities are also important in shaping the personality and character of a student. With the same ideology, Government Post Graduate College emphasizes on college sports and encourages its students to participate in various tournaments. Students not only stay fit and healthy by actively participating in sports, but they also learn effective ways to handle pressure in times of crisis. Keeping in view the importance of sports in today's scientific era and its vitality in the shaping of individual's personality and health and fitness, the college lays considerable emphasis on students participation in various games, sports and track and field activities. The spacious grounds of the college are laid out into playfields for Cricket, Hockey, Football, Basketball, Volleyball, and Badminton etc. Facilities have also been provided for Yoga, Table Tennis, Chess, Wrestling and Kabaddi. A Gymnasium hall equipped with all modern scientific machines like Multi-exerciser, and Treadmill are available for the use of students. Other than actually being an active sportsman, then other career opportunity for students are: sport marketing, coaching, athletic administration, sports medicine, sport promotion, sport psychology and so on. Sports person can be employed in private and public sector. In the session 2019-20, one male and one female student from the 11 players team of the college, participated in the state level Hockey team and one from male category and one from female category participated at the University level in Hockey. Most of the students represented at Divisional level sports events in which one male student in Kabaddi, four male students in Kho-Kho, four male students have participated in Cricket, 11 male students and one female student played hockey which is a matter of prideful the college. At division level, four boys participated in Athletics while at the same level, 6 boys participated in cross-Country and represented the college. 10 male players out of 16 participated at the Divisional Football and 4 male students participated in the Divisional Chess event. At the District level, there found only male student participation in which 2 students participated in Badminton, 12 students in Kabaddi, 12 students in Kho-Kho, 16 students in Cricket, 2 students in Basketball and 4 students in Chess and 10 students in Football participated and played well. Overall 118 players participated in 12 different sport events at College level and we are trying our level best to enhance girls students participation in various sport events.

Provide the weblink of the institution

<http://govtpgcollegekhargone.org/wp-content/uploads/2020/11/7.3.1.pdf>

8.Future Plans of Actions for Next Academic Year

1. Audio video recording rooms have to be developed for students in order to impart special lectures utilizing multimedia equipments and techniques. 2. More and more MOUs have to be signed with the government, non-government institutes for the welfare of college students. 3. In addition to the traditional courses, value added and certificate courses have to be started. 4. Audit has to be done in the following spheres: Green audit Energy audit Environmental audit Academic audit Administrative audit 5. Seminars, workshops and special lectures have to be arranged to enrich the knowledge of faculty and students. 6. College intends to increase the equipments to enhance the facilities for disabled persons. 7. To make the students able to keep pace with the changing times the number of smart classes has to be increased. 8. College will take some initiatives to inculcate awareness in the students towards gender equality and gender sensitization. 9. Keeping in view the needs of slow learners remedial classes, extra classes have

to be arranged. The institute will provide coaching for competitive exams in the college premises. 10. Sufficient fund has to be allocated for library automation, e-books and e-journals. 11. Various skill development programs have to be organized. 12. To conduct the various activities smoothly the institute will form various clubs viz-computer and internet club, language and environmental club, and women empowerment cell. 13. The institute will try to take some innovative steps to set up a water harvesting system in the college building. 14. An action plan will be executed to save energy. 15. A systematic future plan will be executed to enhance the research activities. 16. There will be extension in drinking water facility in the college premises. 17. The construction of washrooms and their proper maintenance and renovations for each department is the target work for better Sanitation and healthy atmosphere.