

# Submission of Annual Quality Assurance Report (AQAR)

## 2017-18



## **GOVT. COLLEGE SATNA (M.P.)**

(Affiliated to Awadhesh Pratap Singh University Rewa (M.P.)

Rewa Road Satna (M.P.) - 485001

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## The Annual Quality Assurance Report (AQAR) of the IQAC 2017 - 18

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	Govt. College, Satna M.P.
1.2 Address Line 1	Rewa Road, Satna
Address Line 2	-----
City/Town	Satna
State	M.P.
Pin Code	485001
Institution e-mail address	heggcsat@mp.gov.in
Contact Nos.	9425330544
Name of the Head of the Institution:	Dr. R.B. Tripathi
Tel. No. with STD Code:	07672-251977
Mobile:	6263267879
Name of the IQAC Co-ordinator:	Dr. P.K. Jain
Mobile:	9425330544, 7974783822

IQAC e-mail address:

gpcsatnaiqac1201@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

SS/WR/14266/2012

1.4 NAAC Executive Committee No. &amp; Date:

(For Example EC/32/A&amp;A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/62/A&amp;A/171

1.5 Website address:

www.pgcsatna.org.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.43	2013	4 Jan. 2018(5Year)
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :DD/MM/YYYY

08/04/2013

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

2017-18

1.9 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 \_\_\_\_\_ (DD/MM/YYYY)4  
 ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

APS University Rewa

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (Specify)

-

UGC-COP Programmes

-

**2. IQAC Composition and Activities**

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

NIL

2.4 No. of Management representatives

NIL

2.5 No. of Alumni

NIL

2.6 No. of any other stakeholder and  
Community representatives

NIL

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

NIL

2.9 Total No. of members

07

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

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:-

Level	
National	<ol style="list-style-type: none"> <li>1. A national workshop on theme "Entrepreneurship and Hands on Training for Skill Development" was organized on 15-16 Nov. 2017 by the Dept. of Zoology and Botany, sponsored by NASI and Deendayal Research Institute Chitrakoot under faculty exchange programme.</li> <li>2. A single day national lecture programme was organized on 03 Feb. 2018 By the Dept. of Botany sponsored by NASI on the topic "Microbial Flora: An Analysis".</li> </ol>
State	<ol style="list-style-type: none"> <li>1. A state level workshop on theme "Entrepreneurship in Life Sciences" was organized on 14.11.2017 by the Dept. of Zoology, sponsored by MP COST Bhopal.</li> </ol>
Institutional	<ol style="list-style-type: none"> <li>1. On the theme "Air and Water Pollution and Urbanization" an invited lecture programme was organised by the Dept. of Geography on 5 June 2018.</li> <li>2. On the theme 'Human Rights : Role of Interrelationship between Police and Public" an invited lecture program was organised by the Dept of Political Science. On 7 July 2017.</li> <li>3. An invited lecture programme on the theme of "Women Empowerment" was organised by the Dept. of Sociology on 11 July 2018.</li> <li>4. An invited lecture programme on the theme of "Pisci Culture: Opportunities of Self Employment" was organised on 8<sup>th</sup> Oct 2018 by the department of Zoology.</li> <li>5. An invited lecture programme on "Changes in Ground Water : Conditions of Vindhya Region" was organised by the Dept. Of Geography on 27.12.2017.</li> <li>6. An invited lecture programme on the theme of "Water Pollution" was organised by the Dept. of Chemistry on 8<sup>th</sup> Aug 2017.</li> <li>7. An invited lecture programme on the theme of "Utility of Study of Zoology for Self Employment" was held on 10<sup>th</sup> March 2018 in Dept. of Zoology.</li> <li>8. Symposia was organised on 1<sup>st</sup> March 2018 on the occasion of science day on theme "Significance of Science in Modern Era" by the Dept. of Physics.</li> </ol>

## 11 2.14 Significant Activities and contributions made by IQAC

- Constructions of Parking shed, Renovation of Science labs, Classrooms and installation of CCTV cameras in classrooms.
- Facilitation of drinking water and toilets for girls and boys separately.
- Training of students in Language Labs.
- Arrangements of Special coaching classes for the preparation of Competitive examinations through career guidance cell.
- Activation of faculty members to write quality research papers acceptable in standard journals.

## 12 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
<ul style="list-style-type: none"> <li>• Construction of 2 wheeler and 4 wheeler parking slot.</li> <li>• Installation of water cooler system for the students</li> <li>• Constructions of security guard rooms.</li> <li>• Renovation of faculty staff room.</li> <li>• Renovation of science labs.</li> <li>• Renovation of classrooms.</li> <li>• Development of polythene free campus.</li> <li>• Coaching of students through career guidance cell.</li> <li>• Development of communication skill of the students through language lab.</li> <li>• Development of new garden like Nakshatra Vatika , Navgrah Vatika, maintenance of college garden.</li> <li>• Installation of CCTV cameras in the classroom.</li> <li>• Tally coaching for students.</li> </ul>	<ul style="list-style-type: none"> <li>• A parking shed with the capacity of 300 bikes and 50 cars was constructed with college Janbhagidari Fund.</li> <li>• To ensure the availability of drinking water to the students , a water cooler system with the capacity of 5000 litres was installed.</li> <li>• The faculty staff room was renovated with infrastructural facilities.</li> <li>• Science labs were renovated with fresh lab items.</li> <li>• Renovation of classrooms was done by flooring them with 'Kota stones'.</li> <li>• To circulate awareness for environment among the students a one day program was organised in which students took oath to stop the use of polythene in the campus.</li> <li>• A two month long special coaching program was organised by Swami Vivekananda Career Guidance Cell which commenced from 20 Nov 2017 and in which 76 students got coaching.</li> <li>• Language lab of the college trained 25 students in communication skill development.</li> <li>• Specific plantation was done to develop Navgrah Vatika in the campus along with focusing attention to save the fruit tree plantation made previously.</li> <li>• Classrooms were equipped with CCTV cameras.</li> <li>• Students of commerce faculty were provided with the coaching in tally program conducted by the Swami Vivekananda Career Guidance Cell.</li> </ul>

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

## 13 2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

any other body

Provide the details of the action taken

- To ensure safe drinking water a RO was installed.
- The college has a vast campus. To provide eco-friendly atmosphere, plants of various types were rooted.
- To ensure safety and privacy, separate toilets for girls and boys were constructed.
- To make the news letter more inclusive, college news letter was upgraded and re-named as "Unmesh" in .... 2016.
- A Wi-Fi enabled campus was provided to the students for their easy learning and to make them more informative.
- Four guards were deployed from outsourcing agency for the round the clock security of the college.
- A workshop on 'Research paper writing in science' was organized on 19 October 2015 sponsored by National Academy of science (NASI) Apart from this, a grand function was conducted on the occasion of Tulsi Jayanti. Dr. Dinesh Kushawaha, professor of Hindi, APS University Rewa delivered a thoughtful lecture on this occasion. Naresh Mehta Lecture series was also organized by M.P. Sahitya Academy.
- For Beatifications and cleanliness, corridors, and windows were painted.
- An estimate survey 2016 on drought impact on budelkhand was completed by Dept. of MSW in collaboration with Vision India Foundation New Delhi between 25-10-2016 to 31-01-2016.



## Part – B

## Criterion – I

I. 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	09	NIL	NIL	NIL
PG	17	NIL	NIL	NIL
UG	05	NIL	NIL	NIL
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	31	NIL	NIL	NIL
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options. *Core with elective option*

## (ii) Pattern of programmes:

Pattern	Number of programmes
Trimester	NIL
Annual	05 *
Semester	17+01=18

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

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

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

Board of studies for each department is formed to update and revise the syllabus prescribed by the Department of Higher Education, Govt. of M.P.

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

NIL

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. Of Permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Other
55	27	-	28	-

2.2 No. of Permanent faculty with Ph.D.

49

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

Asst. Professors		Associate Professors		Professors		Other		Total	
R	V	R	V	R	V	R	V	R	V
NIL	08	NIL	NIL	NIL	4	-	-	NIL	12

2.4 No. Of Guest and Visiting faculty and Temporary faculty

12

NIL

42

2.5 Faculty participation in conferences and symposia:

No. Of Faculty	International Level	National Level	State Level
Attended	06	93	08
Presented Papers	02	76	08
Resource Persons	NIL	08	04

2.6 Innovative processes adopted by the institution in teaching and learning:

- Use of interactive boards and LCD Projectors.
- Teaching through P.P.T. in classrooms at P.G. level.
- Continues comprehensive evaluation system is adopted to test the students.

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

200

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

- Coding and decoding of answer books is in practice.
- Question paper is structured in three parts – objective, short & long questions to assess complete ability of the students.
- Best answer books are demonstrated on college website for the upgradation of students.
- ATKT system has been adopted.
- Internal assessment system has been introduced for annual exam students.

2.9 No. Of faculty members involved in curriculum Restructuring/ revision/ syllabus development as member of board of study/faculty/curriculum development workshop

15

30

05

2.10 average percentage of attendance of students

82%

## 2.11 Course/ Programme wise distribution of pass percentage:

Title of the programme	Total no of students appeared	Division				
		Distinction%	I %	II %	III%	Pass%
B.A.	494	00	13	276	03	59.11
BBA	21	04	20	00	00	95.24
B.Com.	603	00	39	340	03	63.35
B.Com. Honours	101	03	47	31	00	77.23
B.Sc.	604	04	140	208	00	57.62
M.A. Economics	47	00	06	36	00	89.36
M.A. English Lit.	35	00	03	08	00	31.43
M.A. Geography	43	00	09	16	00	58.14
M.A. Hindi Lit.	64	01	12	44	00	87.50
M.A. History	19	00	02	08	00	52.63
M.A. Pol. Sc.	41	00	03	34	00	90.24
M.A. Sociology	50	00	05	37	00	84.00
M.Com. Commerce	270	00	25	176	01	74.81
MSW Social Work	49	01	47	00	00	95.92
M.Sc. Biotech.	11	01	11	00	00	100.00
M.Sc. Botany	38	01	26	07	00	86.84
M.Sc. Chemistry	24	00	16	04	00	83.33
M.Sc. Computer Sc.	10	03	10	00	00	100.00
M.Sc. Geology	12	02	06	06	00	100.00
M.Sc. Mathematics	78	11	54	11	00	83.33
M.Sc. Physics	26	01	21	03	00	92.31
M.Sc. Zoology	34	00	06	09	00	44.12

Total No - 1782 students

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching &amp; Learning Processes:

- IQAC encourages the faculty members to participate in seminars and other research activities.
- IQAC invites experts of different field to deliver their lectures.
- IQAC motivates the faculty members to use interactive boards and LCD projectors as teaching devices.

## 2.13 Initiatives undertaken towards faculty development

Faculty/Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC-faculty Improvement Programme	Nil
HRD Programmes	Nil
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.	Nil
Others	Nil

## 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	02	02	Nil	Nil
Technical Staff	11	Nil	Nil	Nil

**Criterion – III****3. Research, Consultancy and Extension**

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

- Meetings were held to encourage the faculty members to participate in seminars, conferences and workshops.
- Research journal entitled “Vindhya Research Journal” was published by the college.
- Research guides were sensitized to conduct quality and relevant research.
- Faculty members were pursued to apply for MRP's and other UGC Research Projects.
- Publication of news bulletin UTKARSH.
- Organisation of National Seminar in Hindi.
- Various initiatives were taken to promote extension activities in NSS , NCC & Red Cross.

## 3.2 Details Regarding Major Projects.

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

## 3.3 Details Regarding Minor Projects.

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

## 3.4 Details on research publications.

	International	National	Other
Peer Review Journals	07	09	NIL
Non- Peer Review Journals	01	02	NIL
e-Journals	07	06	NIL
Conference proceedings	02	02	NIL

## 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.

Name of the project	Duration Year	Name of the funding agency	Total grant sanctioned	Received
Major Projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ college	NIL	NIL	NIL	NIL
Students research projects (other than compulsory by the University)	NIL	NIL	NIL	NIL
Any other (Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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	NIL	01	01	-	-
Sponsoring agencies	NIL	-	-	-	IQAC

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 of research for current year in lakhs: . Nil

From funding agency  from management of university/college

Total

3.16 No. Of patents received this year

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

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
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. Of faculty from the institution

Who are Ph.D. Guides?

And students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of Students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of Students Participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Award won in NSS:

University level  State level   
National level  International level

3.24 No. of Award won in NCC:

University level  State level   
National level  International level

## 3.25 No. of Extension activities organized

University forum	00	College forum	00
NCC	03	NSS	06
			Any other (MSW) NIL

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

*Boys* Recognising the contribution of the college Metropolitan corporation Satna has adopted Dr. Kranti Mishra, Project officer of the girls NSS unit as the brand ambassador for cleanliness survey drive 2018.

- ✓ From 16 to 30 Sept. 2017 college organised a massive drive of cleanliness in the city of Satna with the title Swachhata Pakhwada (15 days of cleanliness) under the leadership of NSS units of the college, in which hundreds of the students of college joined with hundreds of citizens of the city, participated in cleanliness drive under which various programmes centered on the theme of cleanliness like debate, essay, painting, slogan writing competitions, were conducted apart from cleanliness drives at various ~~spots~~ *spots* of satna city.
- ✓ On 01 Dec. 2017, girls and boys units of NSS jointly organized public awareness rally on world AIDS day and students donated their blood in district hospital. — *60 students*
- ✓ NSS unit of the college conducted various programmes like public awareness rally, essay writing, debate and painting competition at different times at various venue of the city for which NSS volunteers were praised by Nehru Yuwa Cendra 19 Dec. 2017.
- ✓ Under the drive “Koi Voter Chhoot Na Jaye” (no voter must be left) NSS unit of the college organized public awareness rally in compliance of the direction from MP Election officer Bhopal. — *150 students*
- ✓ NCC cadets of the college donated their blood in the blood bank of the district hospital Satna on 12 Jan. 2018 after performing cleanliness at Venkatesh Temple Campus. — *20 students*
- Personality development cell of the college conducted a programme on Eye donation awareness on 22 March 2018. — *90 students*
- To create cultural and moral awareness among the students Sanskriti Gyan Pariksha was organized.
- ✓ On the occasion of international woman day on 08 March 2018, college organized sanitary pad awareness programme and girl students distributed free sanitary pad to woman rural and slum areas, to special weaker section women. On the same day a symposia was organized on the same theme in which distinguished delegates of the city like doctors, NGO personalities participated.



**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	54 Acres	-	State Govt.	54 Acres
Class rooms	40	NIL	-	40
Laboratories	18	NIL	NIL	18
Seminar Halls	03	NIL	-	03
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	114	62	UGC	176
Value of the equipment purchased during the year (Rs.in Lakhs)	30708776	515760	UGC	4224536
Others	NIL	NIL	NIL	NIL

## 4.2 Computerization of administration and library

- Automation of general library is under the process of automation.
- Office of the Principal is assisted with a separate cell quipped with ICT system.

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	55803	10665164	350	130861	56153	10796025
Reference Books	21646	5479290	52	19750	21698	5499040
e- Books	-	-	-	-	-	-
Journals	21	34630	NIL	NIL	21	34630
e-Journals	-	-	-	-	-	-
Digital database						
CD & Video	-	-	-	-	-	-
Others (specify)						
magazines	11	-	-	-	11	-
Newspaper	11	-	-	-	11	-

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Offline	Department	Others
Existing	59	03	YES	NIL	NIL	NIL	15	NIL
Added	05	NIL	NIL	NIL	NIL	NIL	02	NIL
Total	64	03	YES	NIL	NIL	NIL	17	NIL

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

A training program for tally course was organised for students by Vivekanand Career Guidance Cell.

## 4.6 Amount spent on maintenance in lakhs:

i)	ICT	46580
ii)	Campus Infrastructure and facilities	NIL
iii)	Equipments	17276
iv)	Others	NIL
<b>Total:</b>		63856+

**Criterion – V****5. Student Support and Progression**

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

- Conduct of Zero classes for a week for UG students.
- Orientation programme for newly admitted student of both UG and PG.
- A communication function system functions to convey information regarding all the welfare scheme running for the students.

5.2 Efforts made by the institution for tracking the progression:

- In order to track academic progression CCEs are conducted
- At regular intervals sports competitions are organised.
- Intellectual, Cultural and creative progression is assessed through youth festival competitions organized at institutional, District, University and State Level.

5.3(a) Total Number of Students

UG	PG	Ph.D	Others
7526	1950	*24	NIL

=9476 (Ph.D. students are not included)

(b) No. Of students outside the state

45

(c) No. Of international students

NIL

Men

No	%
00	00

Women

No	%
00	00

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4139	1450	152	2661	44	8446	4777	1621	189	2868	21	9476

Demand ratio 10%

Dropout 0.1%

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

- Conduct of Special coaching programme for competitive exams including UPSC (prelims).
- Coaching classes for NET/SLET in Hindi Literature and Political Science.
- Coaching of Tally Software provided to the commerce students keeping in view the utility of the training for job opportunities, vison out of GST scheme.

No. Of students beneficiaries

150

## 5.5 No. Of students qualified in these examinations

NET	03	SET/SLET	03	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	STATE PSC	03	UPSC	NIL	OTHERS	15

## 5.6 Details of student counselling and guidance

- Regular counselling and guidance is provided to the needy students by the T.P.O. and co-ordinator of Swami Vivekanand Career guidance Cell functioning in the institutions. co-

No. Of students benefitted 150

## 5.7 Details of campus placement:

On Campus			Off Campus	
Number of Organizations Visited	Number of Students Participated	Number of Students placed	Number of Students Participated	Number of Students placed
1. Paytm	40	16	0	0
2. Medilife	38	18	0	0
3. Reliable biotech	39	17	0	0
4. Surya Wires	20	9	0	0
5. SBI Credit Card	20	05	0	0
6. Money Makers	22	10	0	0
7. Tieona Broadband	24	12	0	0
8. Bajaj Allianz	0	0	44	07
<b>Total</b>	203	87	44	07

(Rojgar fair are organized on 17-18 March 2016)

## 8.8 Details of gender sensitization programmes

- Various events were organised under Beti Bachao Beti Padhao programme through NSS units of the college.
- For Self-defence of girls, a training programme of martial arts was launched for a week.

## 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 sports, Games and other 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	23	-
Financial Support from Government	6374	47671349
Financial Support from other sources	-	-
Number of students who received International / National recognitions/ Scholarship (inspire scholarship +N.S.P. )	111	-

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: **Provision of Safe Water for Students**

- Problem of drinking water for the students was solved by installing water tanks of 5000 liters' capacity.
- On demand of the students water cooler system was installed.
- Keeping in view the demand of the students coming to college from rural distant areas , academic time table was rescheduled.

- Entertaining the application of the students appearing in competitive exams date of which clashes with the declared exam time-table, exam time table was rescheduled.
- Visual entertainment facility, a television set, was placed in the girls' common room on their demand.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution:

**Vision :**

The vision of the college is the pursuit of excellence in higher education to shape the genius of young minds towards knowledge, employments and to prepare able citizens for nation building.

**Mission :**

The mission of the college is:

1. To produce students as responsible citizen of the country.
2. To make students employable to the present needs.
3. To inculcate moral values and discipline among students.
4. To instil ethical values in the students and help them in developing their personality by drawing out their latent qualities

6.2 Does the Institution have a management Information System:

YES.

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

6.3.1 Curriculum Development:

At UG level, the curriculum is developed by central board of studies, Bhopal. At PG level keeping in view the interest of the students, some modifications have been made. (not more than 20%)

6.3.2 Teaching and Learning:

Apart from traditional methods, some faculty uses power point presentation and interactive board method in the classrooms.

6.3.3 Examination and Evaluation:

- Examination results are uploaded on college website.
- Preparation of computerised tabulation chart instead of manual tabulation chart.
- To ensure transparency, students can see their answer books by depositing a sum of Rs. 500=00

6.3.4 Research and Development:

- To promote research activities the college is regularly publishing "Vindhya Research Journal"
- As a result of the motivation done by the IQAC , writing of research papers both in number and quality has improved.

6.3.5 Library, ICT and Physical Infrastructure / instrumentation:

- Automation of central library is near to completion.
- An independent hall was renovated to establish IT and RUSA cell.
- 62 Instruments including ICT instruments were purchased.
- 5 toilets comprising two for girls' students were constructed.
- Faculty staff hall was renovated.

6.3.6 Human Resource Management:

- Faculty members, Computer Operators, Class IV employees were temporality appointed under Jan Bhagidari Fund.
- Security guards were deployed through out-sourcing.
- Human Resource management of Class III & Class IV staff is performed through a body headed by an administrative officer.

6.3.7 Faculty and Staff recruitment:

- Since the college is government institution, regular recruitment of faculty and staff is made by the state government.
- Faculty and staff for self finance course were recruited on temporary basis.

6.3.8 Industry Interaction / Collaboration:

The college has no linkage to any industry.

6.3.9 Admission of Students:

Admission of the students is done Online as per guidelines of Dept. of Higher Education, Govt. of M.P.



## 6.4 Welfare schemes for:

Teaching	There is provision of group insurance scheme run by the state government.
Non Teaching	There is provision of group insurance scheme run by the state government.
Students	i. There is insurance cover of Rs. 50,000 per student at the single premium of Rs. 04=00. In addition to this, there are various welfare schemes. ii. There is a provision of Poor Boys Welfare Fund.

## 6.5 Total corpus fund generated

## 6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC	Yes	IQAC
Administrative	Yes	NAAC	Yes	Principal

## 6.8 Does the University/Autonomous College declare results with 30 days?

For UG Programmes

Yes

No

For UG Programmes

Yes

No

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

- Printing Unit for questions papers has been established since April 2014.
- The college result is being uploaded on college website.
- Manual tabulation chart have been substituted by computer charts.
- Revaluation system has been adopted for annual examination system
- Supplementary examination system has been introduced for the students having appeared in annual examination.

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

Not Applicable

6.10 Activities and support from the Alumni Association

Though Alumni Association is not formed Alumni members frequently visit the college on invitation and their support is frequently available to the college at various level.

6.11 Activities and support from the Parent - Teacher Association

Though Parent Teacher Association does not exist in the college , parents are invited by the college administration to get from them feedback and suggestions.

6.12 Development programmes for Supports staff

- Yoga Programme is undertaken for teachers, staff and students.
- Health Check-up Camp is organised for staff and students.

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

- College is working on the mission to develop a large garden by showing done plantation of about 100 fruit trees.
- College administration is constantly working to develop the college campus completely free from tobacco use , smoking, intoxication and polythene use.

**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 institution has Swami Vivekanand Career Guidance Cell which fairly functions on the mission to bring out all round development of the students personality along with providing them coaching for competitive exams. Through personal counselling, Training and placement office of the cell releases the stress and mental strife of the students and students feel positively recharged after the counselling. Even the physical life of many students has been saved through this sort of counselling.

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

- NCC unit was in want of uniform, shoes and belt due to no supply of these items from C.O. Office, Rewa. So a provision was made for purchase of the above items from the college fund.
- To stop the scattered parking in the campus, a separate parking of two wheeler for students and four-wheeler for staff were constructed.
- A provision was made for the college students to avail of Kaushal Vikas Kendra located in the college campus.
- To ensure the availability of cool water in summer season, water cooler was installed.
- Initially the staff room was not equipped with basic facilities. A provision was made to renovate the staff room.
- To make the campus green and eco-friendly a new garden was developed with at the east end of the main building. In the garden more than 150 saplings of version species were planted.
- Electric fittings, pavements and basins were constructed in Chemistry and Physics labs.
- Use of **polythene** in the campus in any way was strictly prohibited.
- In some classrooms, doors and windows were repaired.
- A special coaching for various competitive examinations was conducted for all categories of students under scheme of "Vivekanand Career Guidance Cell". Shri Shubham Agrawal, an IIT Graduate from Roorki taught general maths and Smt. Bansal taught students English language.

7.3 Give two best Practices of the institution (*please see the format in the NAAC Self Study Manuals*)

- Ragging free campus.
- Publication of college news bulletin.

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

## 7.4 Contribution to environmental awareness / protection

- ECO friendly atmosphere.
- Stepping to develop green campus.
- Polythene free campus.

7.5 Whether environmental audit was conducted?

Yes

No


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

- Majority of the students come from distant rural areas and face socio-economic hardships during their study period. Yet their zeal is unaffected due to the quality of teaching provided by the institution and their personal caring by the faculties.
- College has no independent buildings to run three faculties – Arts, commerce and Science due to which it focus the problem of accommodation for the students. It has intensified in face of the fact that its capacity of actual accommodation exits for only three thousand students but it is facing to meet out the requirement of nine thousand students.


**8. Plans of institution for next year**

- Construction of new classrooms under RUSA grant scheme .
- Development of Botanical garden in the campus.
- Infrastructural development with World Bank grant as per adopted project.
- Planning of holding national seminars and invite lecturers.

Name: Dr. P.K. Jain

  
 Signature of the Coordinator, IQAC  
 Govt. College Satna (M.P.)

Name: Dr. R.B. Tripathi

  
 Signature of the Chairperson, IQAC  
 Govt. College Satna (M.P.)

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