



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**GOVT. COLLEGE SATNA**

GOVT. COLLEGE SATNA, REWA ROAD, SATNA

485001

[www.pgcsatna.com](http://www.pgcsatna.com)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Govt. College Satna, established in 1958, is a government run institution. It is the lead college of Satna district. Recognized under section 2(F) and 12 (B) of the UGC act 1956 since 1972 and 1991 respectively, the college is affiliated to A.P.S. University Rewa (M.P.). The college was conferred autonomous status by UGC in 1994 and since then it has been working with its autonomy smoothly. The college is spread on 54 acres of land.

Govt. College Satna is one of the oldest institutions in the Vindhya region. Initially, the college was affiliated to Sagar University, Sagar (M. P.). With the establishment of A.P.S. University, Rewa in 1969, its affiliation was shifted to this university. In the beginning the college ran the undergraduate classes. A new dimension was added to the college in 1966 when it was accorded the status of post graduate college. In 1994, conferment of autonomy was a milestone for the college. In 2012, accreditation by NAAC, Grade 'B' with CGPA 2.43 was another landmark in the history of the college. Apart from its courses, the college is also playing host to the study centers of IGNOU and M.P. Bhoj University Bhopal and skill development centre.

Currently the college is offering education in 28 programmes of all three faculties of Arts, Science and Commerce. At U.G. level there are 11 programmes – B.A., B.B.A, B.Com, B.Com. (Computer Application), B.Com. (Honours), B.Sc. (Biotechnology-Botany-Chemistry), B.Sc. (Botany-Chemistry-Geology), B.Sc. (Botany-Chemistry-Zoology), B.Sc. (Chemistry-Mathematics-Physics), B.Sc. (Computer Science-Mathematics-Physics), B.Sc. (Mathematics-Geology-Physics). The college offers 17 programmes at P.G. level viz. M.A.(Hindi, English, Economics, Political Science, History, Sociology and Geography), M.Sc.(Physics, Chemistry, Mathematics, Zoology, Botany, Geology, Biotechnology and Computer science), M.Com. and MSW (self financing). Nine departments are recognized as research study centre viz. Hindi, Economics, Political Science, Commerce, Physics, Chemistry, Mathematics, Botany and Zoology. Besides, there are eligible guides in other subjects also.

### **Vision**

The vision of the college is the pursuit of excellence in higher education to shape the genius of young minds towards knowledge, employment and preparing able citizens, for nation building, who are sensitive to gender equity, social justice and environment.

### **Mission**

The mission of the college is:

1. To produce students as responsible citizen of the country.
2. To make students employable.
3. To inculcate moral values and discipline among students.

4. To promote creative atmosphere for the students as to help them developing their personality by drawing out their latent qualities.
5. To impart value added, socially relevant and job oriented education to the students.
6. To develop conducive ambience for the promotion of research activities among both faculty and student.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- a. Uncompromising commitment for maintaining the quality of teaching and learning.
- b. Availability of vast area of land for future development.
- c. Free and fair conduction of examinations and timely declaration of results.
- d. Complete automation of examination cell.
- e. Free coaching facilities for competitive examinations.
- f. Integration of college activities through publication of news bulletin 'Unmesh'.
- g. Availability of experienced learned and updated faculty members.
- h. Sharp increase in student enrollment.

### **Institutional Weakness**

- a. Shortage of classrooms.
- b. Inappropriate Teacher- student ratio.
- c. Insufficient infrastructure of laboratories.
- d. Lack of sufficient funds for the execution of plans upheld.
- e. Weakness of students in English Language due to their rural background.
- f. Lack of office staff (class 3 and 4).

### **Institutional Opportunity**

- a. Signing MOUs with cement industries of the region.

- b. To take advantage of RUSA and World Bank Schemes.
- c. Developing college into a residential campus for faculty and students.
- d. Developing college into eco- friendly campus.
- e. Installation of solar plant.

### **Institutional Challenge**

1. Improving the level of the knowledge of English.
2. To develop ambience of work culture desirable for the pursuit of our vision.
3. To develop opportunities of employment.
4. Introduction of new job- oriented programmers.
5. To mobilize sources of funds on the part of institution for infrastructural development
7. To develop a well equipped sports complex.
8. Arrangements for personality development of the youth.
9. To implement New National Education Policy (NEP).

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college follows the integrated syllabus formulated by the Central Board of Studies, Dept. of Higher Education, Govt. of Madhya Pradesh. Currently the college is offering education in 28 programmes of all three faculties of Arts, Science and Commerce. At U.G. level there are 11 programmes – B.A., B.B.A, B.Com, B.Com. (Computer Application), B.Com. (Honours), B.Sc. (Biotechnology-Botany-Chemistry), B.Sc. (Botany-Chemistry-Geology), B.Sc. (Botany-Chemistry-Zoology), B.Sc. (Chemistry-Mathematics-Physics), B.Sc. (Computer Science-Mathematics-Physics), B.Sc. (Mathematics-Geology-Physics). The college offers 17 programmes at P.G. level viz. M.A.(Hindi, English, Economics, Political Science, History, Sociology and Geography), M.Sc.(Physics, Chemistry, Mathematics, Zoology, Botany, Geology, Biotechnology and Computer science), M.Com. and MSW. The college is committed for regular and effective conduction of classroom teaching. It aims at the teaching by maintaining teaching plan, teacher's diary and strict observance of attendance. Over the years the student strength has increased. To justify student-teacher ratio, the college has appointed temporary teachers under Self Finance/ Janbhagidari Samiti at local level. The college administration focuses at the completion of syllabus within stipulated time by conducting extra classes. More than 20 percent full time teachers of the college are invited in the Board of Studies of colleges and universities. Though there is

no much scope for the practice of academic flexibility in the college, due to centralized syllabus system for the whole state, there are optional subject combinations available for UG and PG students. Apart from regular courses, the college has study centers of IGNOU and MP BHOJ Open University, Bhopal where students can avail of the diploma and certificate courses while pursuing their regular studies. To enrich the students with human values and entrepreneurship skill, college provides compulsory syllabus of foundation courses ( at UG level) consisting of moral lesson, English language and basic computer knowledge, entrepreneurship development and environmental studies. Students of MSW undertake the field projects as well as surveys in proximate village areas under academic activities. Feedback of the students is obtained through questionnaire and method interaction in the class room itself.

### **Teaching-learning and Evaluation**

The college caters to the needs of 13643 students most of whom hail from rural areas. More than 99 percent students belong to their home – state. A very meager number of students seek admission from other states. The college has been increasing 10 percent seats every year at UG & PG level both due to more applicants. Currently the number of students belonging to general category is 5602, OBC 3053, SC 1843 & ST 228. More or less this trend has been prevalent in last five years. For admission, the college adheres to the reservation policy as laid down by the Department of Higher Education, Govt. of Madhya Pradesh. Student-fulltime teacher ratio is 135:1 for the current year. Almost all the teachers are Ph.D. In this college about 90 percent teachers have the teaching experience of more than 20 years, 33 percent teachers belong to other states. The college adopted semester system in July 2007 introduced by state government. Presently the annual examination system has been re-introduced since July 2017 at UG level but at PG level semester pattern is still prevalent. In addition to main exam, there is a provision of internal assessment (CCE) which is held twice in a year in both the patterns. The college is all set to conduct exams and declare result timely. In case of complaint from students regarding their satisfaction with their marks, they are allowed to view their answer scripts. In annual pattern there is a provision for re-evaluation of answer books and in semester pattern a student can go for re-counting of his marks

### **Research, Innovations and Extension**

In order to promote research atmosphere the college encourages the teachers to arrange seminars, workshops and guest lecturers where faculties and students actively participate and interact with the outside participants and experts. In addition to it they are motivated to attend national and international seminars. The college allocates funds to all departments to subscribe research journals of repute. The college has luxury of having nine departments Physics, Chemistry, Mathematics, Botony, Zoology, Commerce, Hindi, Political Science, Economics- as bonafide research Centers. Presently 09 students are carrying out their research under the able guidance of their research supervisors. They are provided facilities of research journals and books from their respective departments along with the membership of INFLIBNET. The college also encourages teachers for preparing U.G.C. minor and major research projects and also monitors their progress and timely submission. Department of Physics has the credit to engage in research activity on space Physics in collaboration with National Physical Laboratory, Ahmedabad. The Institution has the honour to get research funds from M.P. State Govt., the UGC and M.P. Cost. Some of the faculties like Dr. Shivesh Pratap Singh from Zoology and Dr. Rashmi Singh from Botony have been awarded at different platforms for their valuable research.

There are 54 research papers published by the different faculties in national and international journals. In addition to this 10 books and chapters in edited books have also been written by the faculties during 5 years

Extension activities are carried out by NCC, NSS and Red Cross units of the college. They organize Camps, Social awareness programmes on social issues like dowry, gender discrimination and social inequality. Blood donations Camps, Natural Calamity relief programmes, literacy campaign and cleanliness drive are the regular features of these units.

### **Infrastructure and Learning Resources**

The college is gifted with the huge campus sprawling in the area of 54 acres. It has greenery all around that contributes to the natural ambience for the development of curricular, extracurricular and other administrative activities. It has 46 spacious classrooms, 18 spacious laboratories and 03 big seminar halls to conduct all the 11 UG and 17 PG programmes. Two rooms are equipped with LCD facilities. The campus of the college has Wi-Fi facility. The college has 112 computers for academic purposes and 30 for the office use. For the Principal there is a big chamber. For the monitoring of students and staff, CCTV cameras have been installed. This college has the regional centre of IGNOU and Bhoj Open University. All the programmes that are being run have the scope of employment. Especially some programmes viz. MSW, Bio-Technology, BBA, B.Com and B.Com (Hons.) generate more employment. Swami Vivekanand Career Guidance Cell of the college organizes various training programmes for job seekers and aspirants of competitive examinations for the benefit of students.

The learning at the college has always been student centric. The students participate in various academic and co-curricular activities within and outside the college. A room for Games & Sports, a room for NCC, a room for NSS and a room for IQAC are also available. For outdoors games and sports activities there is a very big playground in front of the main building of the college.

There is a rich library which has a separate building of duplex nature. It is fully automated. On the ground floor there is a spacious reading room that has adequate furniture and facilities for students. A room has been allotted to the librarian to administer the activities of the library. This library has nearly 60 thousand books and 10 journals. Some rare books are there. For students and staffs some newspapers and magazines are also available to the departments through central library. There is an e-library on the first floor.

### **Student Support and Progression**

All necessary information are available on college website. The college has Vivekanand Career Guidance and Placement Cell which helps in placing the students for several jobs. Under Post Matric Scholarship SC, ST and OBC students are benefitted. Under Vigyan Protsahan Rashi ST students are given scholarship. Under Gaon ki Beti scheme girls who stand first division in 10+2 exam and seek admission in the college get a sum of Rs. 5000 and in Pratibha Kiran Scheme, the girls from urban areas whose parents are living below poverty line, get a sum of Rs. 5000 who stand first in 10+2 exam. Those who secure 70% and above in 10+2 exam are entitled for freeship in tuition fee and admission fee under Mukhyamantri Medhawi Yojana. The students who are dependants of the workers of un-organized sector are exempted from tuition fee and admission fee under Mukhyamantri Jan Kalyasn Yojna. Those SC and ST students who live on rent are given Rs. 15000 per session under Awas Sahayata Yojana. Under Poor Boys Fund Scheme students are given financial help. Under Vikramaditya Yojna Students are benefitted. There is a separate cell in the college which deals with the scholarship schemes. The students are also encouraged to take various competitive examinations. The college arranges the alumni meet to track passout students. The college invites its alumni to give their opinion and advice for the betterment of the institution. The college has grievance redressed cell which deals with the

complaints. To provide free and fearless atmosphere to girls, the college has anti-sexual harassment cell. It organizes youth festival and other cultural activities every year. NCC, NSS and Redcross are platforms where students are involved to show their commitments towards social responsibilities. There is a provision of PRABODHAN in the beginning of the new session for new entrants to make them familiar with the rules and regulations of the institution. Sports activities are organized to strengthen discipline among them. Remedial classes are also organized every year for the students of weaker sections to make their standard up to the level.

### **Governance, Leadership and Management**

The governance of the college rests in the hands of the Principal who is the head of institution. To achieve the vision and mission of the college Principal forms different committees that perform assigned tasks. As the head of the institution he holds and presides over meetings of academic council, staff council and other such meetings which he considers necessary from time to time. The college has Janbhagidari Samiti whose chairperson is appointed by the government and Principal happens to be the secretary of the Samiti. The Samiti looks after the welfare of students, and also plans new schemes for the development of infrastructure of institution and all round development of students. The faculty who are the members of different committees like board of studies, academic council, staff council, finance committee, purchase committee, examination committee and admission committee are involved in decision making process. Teachers and employees of the college participate in different programmes organized by government. Recruitment of contractual teachers is carried out as per government rules. There is transparency in purchase. The college has three professor in-charge of their faculties who coordinate between the Principal and the departments. The income and expenditure of the college are audited regularly. IQAC of the college helps in management of internal quality in the field of academics and all round development of students and infrastructure development.

The college aims at the involvement of its stake-holders in decision making process, formulation and execution of policies. Though the Principal is the head of the institution, he takes the decision in consultation with heads of the departments, in-charge of the various committees, Governing Body and Janbhagidari Samiti.

The college has a well strategic plan for the conduct of its examination. For its successful implementation, the college has initiated the process of filling the examination form online. There is a provision for Annual Confidential Report to assess the performance of teaching and non-teaching staff.

Under faculty development programme 22 faculty attended Orientation and Refresher Course Programme during five years. The initiative was taken to obtain grants from ONGC under CSR Scheme to build indoor sports complex.

### **Institutional Values and Best Practices**

The college makes all sincere efforts to achieve excellence in learning right from admission process, the regular conduct of teaching classes, organization of extracurricular activities and special camps of NSS and NCC, conduction of fair examination and timely declaration of result. The institution has large number of girls at undergraduate and postgraduate level. The college ensures gender equity by providing equal opportunities to girls. To provide safe and secure atmosphere to girls there is a women anti-harassment cell. In order to manage solid waste, college management has installed dust bins at different points. The College is almost free from liquid waste. Drainage system of the college is properly maintained by keeping it clean through the employees assigned for this work. Some of the liquid waste which is caused by college cafeteria is properly managed by

taking the service of the employees of Municipal Corporation, Satna. The College Staff and students have taken pledge not to use plastic items like bags and cups. Even in the canteen plastic items are banned. The college arranged seminars and talks to make the students and staff aware of the hazards of plastic. The sincere efforts of teachers, students and employees have turned the campus plastic free. The campus is lush green. The college has different varieties of trees and plants. It has a number of gardens which are regularly maintained by the gardeners of the college. NSS unit regularly engage their students to make campus green. There is facility of ramp, rest room for differently disabled students and common room for girls. Discipline committee and anti ragging committee take care of free and fearless movement of junior students. In this institution the dress code is in practice. It is one of the best practices of this institution. The dress code is strictly followed to bring equality and uniformity of students. Another best practice of the college is free and fair conduct of examination. The college has a well strategic plan for the conduct of its examination. For its successful implementation, the college has initiated the process of filling the examination form online.

NAAC



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. COLLEGE SATNA
Address	GOVT. COLLEGE SATNA, REWA ROAD, SATNA
City	Satna
State	Madhya Pradesh
Pin	485001
Website	<a href="http://www.pgcsatna.com">www.pgcsatna.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	RADHE SHYAM GUPTA	07672-251977	9425810266	07672-251977	gpcsatnaiqac1201@gmail.com
Professor	RAM SURESH PATEL	07672-228430	9827233037	-	rssumit1963@rediffmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

**Establishment Details**

Date of Establishment, Prior to the Grant of 'Autonomy'	01-08-1958
Date of grant of 'Autonomy' to the College by UGC	01-01-1970

**University to which the college is affiliated**

State	University name	Document
Madhya Pradesh	Awadesh Pratap Singh University	<a href="#">View Document</a>
Madhya Pradesh	Awadesh Pratap Singh University	No File Found

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	17-06-1972	<a href="#">View Document</a>
12B of UGC	19-11-1991	<a href="#">View Document</a>

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

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

**Recognitions**

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	GOVT. COLLEGE SATNA, REWA ROAD, SATNA	Urban	54	11028.68

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BBA,Ug	36	Higher Secondary	English,Hindi	96	60
UG	BCom,Ug	36	Higher Secondary	English,Hindi	320	299
UG	BA,Ug	36	Higher Secondary	Hindi	1870	1855
UG	BSc,Ug	36	Higher Secondary	English,Hindi	144	89
UG	BCom,Ug	36	Higher Secondary	English,Hindi	208	119
UG	BSc,Ug	36	Higher Secondary	English,Hindi	606	507
UG	BSc,Ug	36	Higher Secondary	English,Hindi	220	211
UG	BSc,Ug	36	Higher Secondary	English,Hindi	80	25
UG	BCom,Ug	36	Higher Secondary	English,Hindi	700	469
UG	BSc,Ug	36	Higher Secondary	English,Hindi	550	497
UG	BSc,Ug	36	Higher Secondary	English,Hindi	96	55
PG	MA,English	24	Graduation	English	160	153
PG	MA,Hindi	24	Graduation	Hindi	200	184

PG	MA,Econom ics	24	Graduation	English,Hind i	160	153
PG	MA,Political Science	24	Graduation	English,Hind i	170	165
PG	MA,Sociolo gy	24	Graduation	English,Hind i	150	144
PG	MA,History	24	Graduation	English,Hind i	150	144
PG	MA,Geograp hy	24	Graduation	English,Hind i	150	140
PG	MSW,Msw	24	Graduation	English,Hind i	100	63
PG	MCom,M Com	24	B.Com.	English,Hind i	703	462
PG	MSc,Botany	24	B.Sc.	English,Hind i	64	64
PG	MSc,Chemis try	24	B.Sc.	English,Hind i	64	64
PG	MSc,Geolog y	24	B.Sc.	English,Hind i	48	35
PG	MSc,Mathe matics	24	B.Sc.	English,Hind i	153	153
PG	MSc,Physics	24	B.Sc.	English,Hind i	64	64
PG	MSc,Zoolog y	24	B.Sc.	English,Hind i	64	64
PG	MSc,Biotech	24	B.Sc.	English,Hind i	48	47
PG	MSc,Comput er Science	24	B.Sc.	English,Hind i	32	32

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	12				0				56			
Recruited	7	3	0	10	0	0	0	0	41	12	0	53
Yet to Recruit	2				0				3			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				43
Recruited	29	3	0	32
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				41
Recruited	38	3	0	41
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				13
Recruited	7	3	0	10
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD	1	0	0	0	0	0	0	0	0	1
Ph.D.	6	3	0	0	0	0	32	11	0	52
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	1	0	10

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	4	0	9
M.Phil.	0	0	0	0	0	0	8	10	0	18
PG	0	0	0	0	0	0	3	8	0	11

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	6496	0	0	0	6496
	Female	3497	0	0	0	3497
	Others	0	0	0	0	0
PG	Male	1449	0	0	0	1449
	Female	2201	0	0	0	2201
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	1147	1133	1189	1630
	Female	482	554	654	881
	Others	0	0	0	0
ST	Male	131	131	149	193
	Female	58	63	79	95
	Others	0	0	0	0
OBC	Male	1590	1553	1544	2131
	Female	1282	1360	1509	1861
	Others	0	0	0	0
General	Male	2695	2882	3163	3991
	Female	2091	2138	2439	2861
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		9476	9814	10726	13643

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS



Department Name	Upload Report
Biotech	<a href="#">View Document</a>
Botany	<a href="#">View Document</a>
Chemistry	<a href="#">View Document</a>
Computer Science	<a href="#">View Document</a>
Economics	<a href="#">View Document</a>
English	<a href="#">View Document</a>
Geography	<a href="#">View Document</a>
Geology	<a href="#">View Document</a>
Hindi	<a href="#">View Document</a>
History	<a href="#">View Document</a>
Mathematics	<a href="#">View Document</a>
M Com	<a href="#">View Document</a>
Msw	<a href="#">View Document</a>
Physics	<a href="#">View Document</a>
Political Science	<a href="#">View Document</a>
Sociology	<a href="#">View Document</a>
Ug	<a href="#">View Document</a>
Zoology	<a href="#">View Document</a>

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	National Education Policy has been introduced in Madhya Pradesh State since July 2021. Guidelines for the same have been issued to colleges. In pursuance of State Government policy, the college has adopted NEP. Under NEP the students will have freedom to choose the for example subject of his interest outside his discipline. A student of physics will have the option to choose the Hindi Literature or English or any other minor subject from humanities. The college made a wide publicity of major, minor, 29 elective subjects and 12 vocational subjects. By organizing seminars, classroom lectures and counseling by admission committees. In the same
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	<p>way, a student from Arts discipline will have the freedom to opt the any course as minor or elective from science stream. To make student aware of NEP, induction programmes were held for newly admitted students.</p>
2. Academic bank of credits (ABC):	<p>So far guidelines for establishing an Academic Bank of Credit are awaited from State Government. On receiving circular, a full compliance will be made to do the needful.</p>
3. Skill development:	<p>Under NEP students will have vast opportunities to develop their skills in areas of their interest. The college has uploaded the profile of 12 vocational subjects which include courses in tourism, personality development, salesmanship, vermicomposting, export import management, handicrafts, accounting and tally, medicinal plants, web designing, e-accounting and taxation with GST, security services and organic forming.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Under NEP the college will integrate their learning by Inclusion of moral and religion content in the course of yoga, NSS, sport and NCC. This will nurture the ethical value in students. Taken as a whole, the course under NEP will endow students with Indian culture, tradition and ethos.</p>
5. Focus on Outcome based education (OBE):	<p>The NEP envisages broad based multidisciplinary holistic education for students. Introduction and vocational courses will have specific outcome. They will increase proficiency in skill development and hopefully it is presumed that it will pave the way for self employment in various fields. For example: A student who has got proficiency in vermin composting, he can produce the compost and earn his livelihood. In the same way elective course in English language will create better prospects for setting up of an institute of spoken language.</p>
6. Distance education/online education:	<p>Presently college offers only offline education for the regular course. There is no provision for distance education. In the pandemic period online classes were used.</p>

## Extended Profile

### 1 Program

#### 1.1

##### Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
28	28	28	28	28
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

##### Number of departments offering academic programmes

Response: 18

### 2 Students

#### 2.1

##### Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
13643	10726	9814	9476	8446
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
4065	3082	3085	2674	2289
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.3****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
12652	10724	9147	8722	7922
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.4****Number of revaluation applications year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	405	228	00

**3 Teachers****3.1****Number of courses in all programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
639	626	681	733	773
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

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

2020-21	2019-20	2018-19	2017-18	2016-17
68	68	68	68	68
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.3**

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

2020-21	2019-20	2018-19	2017-18	2016-17
68	68	68	68	68
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6317	4866	4366	3985	4155
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

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

2020-21	2019-20	2018-19	2017-18	2016-17
4421	3592	2331	2243	2228
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.3****Total number of classrooms and seminar halls****Response: 46****4.4****Total number of computers in the campus for academic purpose****Response: 112**

## 4.5

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

2020-21	2019-20	2018-19	2017-18	2016-17
68.91	46.12	42.71	56.87	58.46

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## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curriculum Design and Development

**1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.**

**Response:**

Presently the college offers 28 programmes at UG and PG level. Traditional programmes like B.A., B.Sc., B.Com., M.A. in Hindi, English, Pol.Sc., Sociology, Economics, History, Geography, M.Sc. in Physics, Chemistry, Maths, Zoology, Botany, Geology, Computer Science and B.Com. (Economics Group), B.Com. (Computer Group), B.Com. (Honors) and BBA are aimed at enabling students for various competitive examinations like LIC, Bank, SSC, Railway, State Services, Civil Services and teaching profession. A special programme of MSW has great relevance as it opens up vast opportunities for job in the field of social work. After completion of MSW, candidate can render his services by starting NGO for social welfare across the nation, or can aspire for job in the public and private sectors. The programme of M.Sc. in Computer Science is of vital importance as it develops human resources with competence in computer science which is required globally in every field. M.Sc. in Geology is relevant both at local and national level. It paves the way for job in mining and cement industry. Cement industry being a thriving industry of Satna district, many students seek their job there. The course of moral values in foundation course in first year of B.A., B.Sc. and B.Com. inculcates ethical values in the students. Likewise the course of Environmental Studies in 2nd year of B.A., B.Sc. and B.Com. is very much significant as it raises environmental awareness among the students making thereby responsible for environmental protection. The course of entrepreneurship in foundation course in B.A., B.Sc. and B.Com. is equally pertinent as it encourages the students for their self employments. Incorporation of the course, English language in all three years of B.A., B.Sc. and B.Com. as a compulsory course is suitably important because it enriches the communicative skills of the students

**1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.**

**Response:** 0

**1.1.2.1 Number of all Programmes offered by the institution during the last five years.**

**Response:** 28

**1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years**

**Response:** 00

File Description	Document
Details of program syllabus revision in last 5 years(Data Template)	<a href="#">View Document</a>

### 1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

Response: 12.84

#### 1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..

2020-21	2019-20	2018-19	2017-18	2016-17
90	77	81	96	99

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.

Response: 0

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

Response: 00

#### 1.2.1.2 Number of courses offered by the institution across all programmes during the last five years.

Response: 28

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).



**Response:** 0**1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.**

Response: 00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

To arise a sense of awareness for environmental protection, a separate paper entitled 'Environmental Studies' has been included in foundation course at UG level. In addition to this there is a compulsory paper entitled "Hindi Language and Moral Values" prescribed for UG students to instill ethical values in their personality. Again the college has a separate personality development cell for this purpose. Vivekanand career council and Personality Development Cell work in unison to develop and design programmes for the development of the personality of students by inviting subject experts of different fields. In these sessions experts deliver lectures and interact with students on related topics. These sessions have been proved very fruitful as they make students confident, fearless, and knowledgeable and job friendly. The basic purpose of education is to inculcate human values in students and to make them responsible to serve as a better citizen.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	<a href="#">View Document</a>

**1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.****Response:** 0**1.3.2.1 How many new value-added courses are added within the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of value added courses (Data Template)	<a href="#">View Document</a>
Brochure or any other document relating to value added courses	<a href="#">View Document</a>

### 1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

**Response:** 0

#### 1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of students enrolled	<a href="#">View Document</a>

### 1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

**Response:** 0

#### 1.3.4.1 Number of students undertaking field projects / internships / student projects

Response: 00

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni**

**Response:** D. Any 1 of the above

File Description	Document
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>

#### 1.4.2 The feedback system of the Institution comprises of the following :

**Response:** A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 88.54

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6317	4866	4366	3985	4155

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7370	5988	4662	4485	4456

#### File Description

Institutional data in prescribed format (Data Template)

#### Document

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 81.11

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3219	2342	2076	1910	2079

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

Link for Additional Information

[View Document](#)

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

**Response:**

For improvement of slow learners and for forward movement of advance- learners the college undertakes remedial classes. One such initiative was materialized by conducting remedial classes for 1st year students at undergraduate level in Arts, Science and Commerce under the quality enhancement scheme of Government of Madhya Pradesh in 2019-20 & 2020-21. Under this scheme in 2019-20, 12 classes in English literature, 25 classes in Economics and 13 classes in Political Science were conducted. In the same manner in B.Sc. 1st year, 10 classes in Botany, 15 classes in Zoology, 21 in Maths, 21 in Chemistry, 33 in Physics were organized. In B.Com. 1st Year, 19 classes were held in subjects of Accounts. Thus a total number of 169 remedial classes were conducted in which 190 male and 121 female students were benefited under this scheme. Under the same scheme in 2020-21, 19 classes in English literature, 17 classes in Economics and 14 classes in Political Science, 06 in History were conducted. In the same manner in B.Sc. 1st year, 30 classes in Botany, 29 classes in Zoology, 20 in Maths, 27 in Chemistry, 29 in Physics and 26 in Geology 26 were organized. In B.Com. 1st Year, 30 classes were held in subjects of Accounts. Thus a total number of 247 remedial classes were conducted in which 191 male and 184 female students were benefited under this scheme.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio (Data for the latest completed academic year)

**Response:** 200.63

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

**Experiential Learning:**

(i) Students were facilitated with experiential training in various skill development programmes through skill development centre running in the college campus under the Administrative District Employment Office. At this centre which ran from June 2014 to July 2017, students obtained training in computer operation, cloth-making, beautician's job and making of small handicrafts.

(ii) District Magistrate Satna, Shri Santosh Mishra was invited to share his administrative experiences with them. Likewise, Shri Naresh Pal District Collector, Satna addressed the students by telling them the methods to crack the civil service examination. Besides every year the college organises campus placement programme for the students in order to facilitate opportunity of getting experiential learning. In order to ensure rendering of experiential learning to the students and more importantly to the students of MSW, the college organises the survey programmes with the help of reputed NGOs. One such survey was carried out from 04.10.2016 to 05.11.2016 by the students of MSW under the direction of Vision India Foundation, New Delhi, in which 70 Students surveyed 70 villages of Satna District as to assess the reality of 52 development schemes run by Govt. of Madhya Pradesh through Questionnaire Method. Under “Ek Bharat Shreshtha Bharat” programme one of the students of the college Astha Nigam was selected for the visit of North Eastern State as to be aware of the academic as well as Socio-Cultural Ambiance.

**Participative Learning:** The College provides various platforms for the students for their participative learning which include organisation of debate, Group discussion, essay competition, Youth festival and other awareness programmes of social welfare. Consequently initiatives were taken to organise one day workshop by the students themselves in which 12 B.Sc. students of CBZ group presented their paper on assigned subjects through Power Point Presentation in the month April 2017. Students are provided opportunity of learning through participatory method in youth festivals with 22 events organised every year in the month of September – October. In order to make the students aware of the contemporary relevant issues, the college invites various academic luminaries. Famous artist photographer Shri Raj Kishan Nain delivered an informative lecture on the skills of photography in a two day workshop conducted in the month of April 2017. In addition to this, various academic programmes of socio-cultural and practical importance like “Sankalp Se Siddhi” programme (22 Sept. 2017), Akatma Yatra focussed on the life of Shankaracharya (Dec. 2017). Students are also encouraged to take part in extension activities in outreach programmes organized by NSS and NCC.

**Problem Solving Learning:** Under this process to develop the problem solving capacity the college has six cells viz Personality Development Cell, Career Guidance Cell, NCC, NSS and Red-Cross. Debates and Group Discussions are held to improve problem solving capabilities of the students. Faculty members guide the students for preparing their project work and assist the students of Geography and Science in their practical sessions.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

#### Response:

To keep pace with changing scenario, teachers used ICT tools and online recourses in the following way:

1. Teachers use Google classroom application for sending short answer type and multiple choice questions for discussion and learning.

2. Teachers also use Google meet and Zoom App for online teaching.
3. Most of the teachers also create students groups on their WhatsApp for online discussion, submission of links for online classes and to view their assignment problems.
4. In Remedial Classes teaching is done through Power Point Presentation.
5. Some of the teachers also write subject matter in their blogs. Students can make a free access to the blog they need.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 135:1

#### 2.3.3.1 Number of mentors

Response: 101

File Description	Document
Link for additional information	<a href="#">View Document</a>

### 2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

**Response:**

The College being a Govt. institution is directed to adhere to academic calendar issued by the Dept. of Higher Education, Govt. of Madhya Pradesh for the conduct of admission process, youth festival, student union election, semester break and sports activities. The college strictly follows this calendar. In the declaration of result and in the conduct of examination there is a bit flexibility viewing the season and convenience of the students. The teaching process of the college is streamlined by well planned time table. The work load of teaching periods among teachers is distributed by the concerned head of the departments. The teachers are also directed to prepare their teaching plan. They are also instructed to prepare their teaching diary. The principal regularly monitors the whole teaching learning process.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 87.35

#### 2.4.2.1 Number of full time teachers with *Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
60	60	59	60	58

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>

### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

**Response:** 24.79

#### 2.4.3.1 Total experience of full-time teachers

Response: 1686

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>



## 2.5 Evaluation Process and Reforms

**2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years**

**Response:** 53.2

**2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
58	105	49	26	28

**File Description**

**Document**

Institutional data in prescribed format (Data Template)

[View Document](#)

**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years**

**Response:** 0.02

**2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	5	2

**2.5.3 IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution**

**Response:**

Govt. College Satna is an autonomous college. It has its examination cell. It is fully computerised. The college students are given facilities for filling up examination form online. The college prepares its own time table for examination which is uploaded on college website. Mode of payment for exam fee is online. Students have facility to download their admit cards. The examination cell has its own printing unit. Papers of examination are also printed by the cell itself. Result of all programmes is declared on college website. By submitting their roll numbers, students can download their mark sheets. In addition, question papers of previous years are also uploaded on the college website. In pandemic period question papers for Open Book Examination System were uploaded on the website for students. Sometimes information

regarding examination is conveyed to students through SMS and email, if required.

For the internal assessment of the students the college has adopted CCE system. Internal assessment is the integral part of examination. 20 percent of total marks of theory paper are allocated for Internal assessment at under graduation level and 15 percent of total marks are earmarked for CCE at Post graduation level. The mechanism of internal assessment is class test and home-assignment presentation. CCE (Continuous and Comprehensive Evaluation) is held every semester at PG level and each year at UG level. There is a provision of Project Work at PG level. Under semester system and annual system as well various test methods are available for the students to reflect their learning capability and it presents judicious as well as holistic approach to assess the students assuring to them satisfaction regarding their performance.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

### **Response:**

The College offers 11 UG programmes and 17 PG programmes for the students. Among UG programmes, the programme of B.A. with a combination of 27 subjects enables the students to take up all the competitive examinations in Civil Services, State Civil Services, SSC, Banking, Railway, Insurance Services that require eligibility of graduation as essential qualification. In addition to it, it opens the door of teaching at primary, matriculation and secondary level. The programme of B.Com. and BBA opens the opportunity to the students in management, accountancy and market sector. The programme of B.Sc. provides opportunity for the students teaching services up to matriculation as science teachers, defence services like CDS, short service commission, forest services and technical assistants especially in Indian Air Force. B.Sc. with combination of CBZ opens the opportunities in medical services as well as serving as chemist in industries. In addition to this, all the science graduates stand entitled to become lab assistants in the laboratories of academic institutions and industries.

At PG level, M.A. in Hindi Literature opens the opportunities for becoming a Hindi officer, language officer, translator, teacher in army and TGT (Trained Graduate Teacher), PGT (Post Graduate Teacher) in State Government Schools, Navodaya Schools, Central Schools, Private Schools and Professor as well. M.A. in English provides the platforms for obtaining job in the same fields as students of in Hindi. Besides it also opens the avenues in creative writing and journalism. As regards M.A. in History generates the possibilities of jobs in fields of Archaeology, *Museology*, tourism, civil services, international diplomacy apart from the fields mentioned in the programmes of Hindi and English. M.A. in Political Science opens the possibilities of jobs in international relations, civil services, politics, administration, journalism and teaching.

**M.A. in Sociology is taught for the services in the fields of teaching, labour office, HROs, and social work.**

**M.A. in Geography opens gates for job in dept of survey meteorology, cartology, remote sensing, teaching and civil services.**

**In science M.Sc. in Physics, gives the opportunities of becoming scientist, researcher, teacher in factories and research institutes. M.Sc. in Chemistry provides the job prospects of being chemistry teacher, chemical engineer and scientist and bio-chemist. M.Sc. in Maths enables the student become a teacher, civil servants. M.Sc. in Zoology gives the eligibility of becoming zoologist and teacher. M.Sc.(Botany) opens up the opportunities of becoming teacher, environmentalist and horticulture scientists.**

**M.Com. provides the eligibility of becoming teacher, accountant and tax expert.**

**MSW provides the job prospects in the field of social work and NGOs.**

<b>File Description</b>	<b>Document</b>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### **2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

#### **Response:**

**Attainment of programme outcomes, programme specific outcomes and course outcomes are duly evaluated by the institution adopting the following parameters:**

- 1. Performance of students in examination including comprehensive and continuous evaluation and term end examination.**
- 2. Feedback system.**
- 3. By holding Alumni meet.**
- 4. Parents meeting.**
- 5. Intake of students to different programme:**

**The institution evaluates the attainment of programme outcomes, programme specific outcomes and course outcomes on the basis of the performance of students in CCE and final examination. Another method adopted to evaluate outcomes is feedback from student, where they give their candid opinion about particular programme and also the deficiency the college seeks their views on teaching - learning method – strength, weakness, limitations and constraints of the department. In the alumni**

meet they express their opinions about the utility of the running programmes in the institution and their different aspects. Teacher – guardian meet are organised by the college to know the attainment of the programme outcomes. Number of applications to a particular course by students against the allotted seats are also another indicator assess the attainment of a particular programme, course. Even in the BOS the contents of programmes are discussed to update them and to make them result oriented. Vivekanand Career Guidance Cell of the college also evaluates the attainment of different programmes outcomes through students. The cell helps in resolving students problems, academic, psychological in order to attain programme outcome up to the optimum limit.

**Level of attainment:** At UG level, almost in all programmes, more than 30% students have attained their degree with 1st division. Out of these students, some students have directly been selected in corporate sector through campus placement and some students have engaged for the preparation of services in private sector viz Civil/State Services, Banking, SSC, and Railway. Best of students have pursued for higher studies at PG level.

During last five years PG passed out students have demonstrated their best ability in the sphere of higher education. 08 students have qualified NET and 09 have qualified SET. In addition to this selection 06 students have been selected as assistant professors in the examination conducted by MPPSC. During the same period 1 student have qualified GATE exam and 2 students have qualified IIT- JAM.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.6.3 Pass Percentage of students(Data for the latest completed academic year)

**Response:** 98.25

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

Response: 3994

#### 2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

Response: 4065

File Description	Document
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.84

File Description	Document
Upload database of all currently enrolled students	<a href="#">View Document</a>

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Promotion of Research and Facilities

**3.1.1 The institution's Research facilities are frequently updated and there is a well defined policy for promotion of research which is uploaded on the institutional website and implemented**

**Response:**

The College adheres to the research policy of A.P.S. University Rewa as laid down in research ordinance. However, the college promotes research works at its own level. The college is a recognized research center in 9 subjects viz Hindi, Political Science, Economics, Physics, Chemistry, Maths, Botany, Zoology and Commerce. The college has constituted Research Advisory Committee which comprises of the following faculty members:

1. Dr. Shivesh Pratap Singh, Coordinator, Professor, Zoology.
2. Dr. Susheel Sharma, member Professor, Physics.
3. Dr. Veeresh Kumar Pandey, member Professor, Economics.

The above committee helps the research scholar for conduct of Pre-Submission, Presentation/Viva by the research scholar. The committee also examines the plagiarism report and suggests accordingly. In addition to this, the committee emphasizes on applied aspect and to fulfill the present needs of concerned subject.

The college encourages the faculty members to pursue research work, doctoral work and to attend seminars and conferences from time to time. For this the faculties are granted leave. To promote research, the college allows the research scholars to use its library and laboratories of the concerned departments. Facility of free access to internet is also available to all research scholars. Research scholars can also access to E-Library through N-List of INFLIBNET in the central library. Full support is also extended to initiate and expedite the research scholarship application.

For a research scholar who has opted his/her research study center following requirements are mandatory:

1. Attendance of at least 200 days at the reseach study center.
2. Deposit of registration fee in the college.
3. Deposit of library fee in the college.
4. Presentation of Pre-submission viva-voce before Research Advisory Committee.
5. Deposit of Lab Fee in the college.

Besides, these research scholars are also advised to run their thesis software just to prove it as bona fide work and to check plagiarism.

File Description	Document
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

### 3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

Response: 0

#### 3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of teachers receiving grant and details of grant received	<a href="#">View Document</a>

### 3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

Response: 0

#### 3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	<a href="#">View Document</a>

## 3.2 Resource Mobilization for Research

### 3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

**Response: 0**

**3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.2.2 Percentage of teachers having research projects during the last five years**

**Response: 0**

**3.2.2.1 Number of teachers having research projects during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**3.2.3 Percentage of teachers recognised as research guides**

**Response: 30.88**

**3.2.3.1 Number of teachers recognized as research guides**

Response: 21

**File Description**

**Document**

Upload copies of the letter of the university recognizing faculty as research guides

[View Document](#)

**3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years**

**Response: 0**

**3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**



2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### 3.2.4.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
18	18	18	18	18

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

### 3.3 Innovation Ecosystem

**3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.**

#### Response:

**Vivekanand Career Guidance Cell:** This cell encourages the students to seek their job prospects in public and private sectors both. Every year a Rojgar Mela is organized in the campus. On this occasion, alumni, local industrialists, officials of various companies, officials of employment office and coordinators of NGOs are invited to counsel the young students. Visits of the students are organized to make them familiar with the research environment. One such visit was undertaken for the students of the department of Botany, Zoology & Bio- Technology to participate a Workshop on Entrepreneurship held in Chitrkoot. A group of 76 PG students of the college participated in the above mentioned workshop which was organized by National Science Academy and Deendayal Research Centre on 15 & 16 November 2017.

**Entrepreneurship Development:** Entrepreneurship Development is taught as a part of Foundation Course. Through the teaching of this subject students are inspired to float their own business.

#### Research Development:

The college encourages the faculty members to pursue research work, doctoral work and to attend seminars and conferences from time to time. For this the faculties are granted leave. To promote research, the college allows the research scholars to use its library and laboratories of the concerned departments. Facility of free access to internet is also available to all research scholars. Research scholars can also access to E-Library through N-List of INFLIBNET in the central library. Full support is also extended to initiate and expedite the research scholarship application.

### 3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

Response: 20

#### 3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	7	12

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>

### 3.4 Research Publications and Awards

3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee

Response: A. All of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years

Response: 0.14

3.4.2.1 How many Ph.Ds are registered within last 5 years

Response: 3

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

Response: 21

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

### 3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years

**Response:** 0.63

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

2020-21	2019-20	2018-19	2017-18	2016-17
08	12	11	09	03

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years

**Response:** 0.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	02	01	03	01

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed

**Response:** 19.5

<b>File Description</b>	<b>Document</b>
Bibliometrics of the publications during the last five years	<a href="#">View Document</a>

### **3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution**

**Response:** 1

<b>File Description</b>	<b>Document</b>
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View Document</a>

## **3.5 Consultancy**

### **3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).**

**Response:** 0

#### **3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
List of consultants and revenue generated by them	<a href="#">View Document</a>

### **3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).**

**Response:** 0

#### **3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of facilities and staff available for undertaking consultancy	<a href="#">View Document</a>

### 3.6 Extension Activities

#### 3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

##### Response:

In order to sensitize and motivate the students to serve and help people in the hours of need in the society and to make them responsible citizen, the college regularly engages the students in various activities like gender equity awareness, blood donation, cleanliness campaign, tree plantation, aids awareness programme and voter's awareness programme. During last five years the following activities were done by NSS, NCC, Red-Cross Unit and MSW department of the college:

##### 2016-17:

A sanitation drive was carried out.

A Blood Donation Camp was organised.

Conduct of health check up camp.

National Voter's Day celebration under SVEEP.

A survey of 70 village Panchayats under Vision India Foundation, New Delhi of various govt. schemes.

A programme on the importance of blood donation.

Swachchhta Abhiyan under Swachchh Bharat Campaign.

Jalashay Diwas celebration.

A de-Addiction oath programme.

A Blood Donation Camp.

An Annual NSS Camp from 16 March 17 to 22 March 17

**1.2017-18:**

1. Plantation Drive.
2. Swachhata Pakhwara.
3. Blood Donation..
4. Ads Day celebration.
5. Conduct of Essay Competition, Speech Competition, Debate Competition under Beti Bachao Beti Padhao Scheme.
6. Awareness rally on sanitation by NSS.

**2018-19**

1. Awareness programme for voting.
2. Plantation by NSS.
3. Free of cost distribution of sanitary pads.
4. Kalash yatra, cycle rallies, rangoli and nukkar natak for voter awareness.
5. Wall painting for drug de addition
6. Slogan competition on National Voter's Day.
7. An Outreach clean up programme.
- 8, Shuddh ke liye Yuddha programme by NSS
9. Swacchhata Pakhwara

**2019-20**

1. Gandhi Jayanti celebration.
- 2.. Blood Donation.
3. Rallyfor Beti Bachao Beti Padhao.
- 4.Swacchch bharat summer internship
5. Door to door survey at village Berkhedda.
6. Fit India Hit India rally.
7. National Anuual Camp of NSS.
8. Cycle rally.

### 2020-21

1. Drug de addiction programme.
2. Blood donation.
3. Voter awareness programme.

File Description	Document
Upload Any additional information	<a href="#">View Document</a>

### 3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

**Response:** 9

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

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	04	00	01

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response:** 50

#### 3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
04	09	18	11	08

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

### 3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

**Response:** 11.36

#### 3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
456	788	1599	2000	737

File Description	Document
Reports of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>



### 3.7 Collaboration

#### 3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Response: 0.4

##### 3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	1

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

Response: 1

##### 3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

The college has a land area of about 54 acres. It has 46 spacious classrooms, 18 spacious laboratories and 03 big seminar halls to conduct all the 11 UG and 17 PG programmes. In library LCD facility is available. A lot of students are benefitted by this. The campus of the college has Wi-Fi facility. The college has more than 142 computers for the use of staff and students apart from computer systems installed in e-library, language lab, computer training room of commerce department and computer training room for science students. For the Principal there is a big chamber. For the monitoring of students and staff, CCTV cameras have been installed.

The learning at the college has always been student centric. The students participate in various academic and co-curricular activities within and outside the college. A room for Games & Sports, a room for NCC, a room for NSS and a room for IQAC are also available. For outdoors games and sports activities there is a very big playground in front of the main building of the college. Here there are facilities for Football, Hockey, Basketball, Kho-Kho, Kabaddi and Cricket. Besides, for indoor games and sports activities there is a sports complex named Narhari Sports Complex. Here the facilities for Badminton, Table-Tennis and Judo are available.

There is a rich library which has a separate building of duplex nature. On the ground floor there is a spacious reading room that has adequate furniture and facilities for students. A room has been allotted to the librarian to administer the activities of the library. This library has 60 thousand books and 10 journals. Some rare books are there. For students and staffs some newspapers and magazines are also available to the departments through central library. There is an e-library on the first floor.

This college has the regional centre of IGNOU and Bhoj Open University. Some programmes viz. MSW, Bio-Technology, BBA, B.Com and B.Com (Hons.) generate employment. Swami Vivekanand Career Guidance Cell of the college organizes various training programmes for job seekers and aspirants of competitive examinations for the benefit of students. For this a separate and well equipped hall is available.

Apart from the mentioned above, there is a spacious staff room and a girl's common-room with toilet facility. There are sufficient toilets in the college campus for male staff, female staff, boys student and girls student separately. To maintain the environmental health of the college campus 04 parks have been developed with the trees and plants of various species. There is a canteen for students. For physically challenged students there is a ramp that connects ground floor to first floor. In the college campus there are four large parking shades for cycles and other vehicles. Two of them are for students only. The rest two shades are used by staff for their two wheelers and four wheelers.

**4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor &**

outdoor); (gymnasium, yoga centre, auditorium, etc.,)

**Response:**

The learning at Govt. College Satna has always been student centric. It has a land area of about 54 acres. The students of this college participate in various academic and co-curricular activities within and outside the college. A big room has been allotted to the sports officer to administer the activities of games and sports. This sports room has adequate furniture and storage facility for sports equipments and other things. In front of the grand building of the college, there is a very big playground. This playground is spacious enough to hold various sports activities. Here outdoor games and sports activities are organized regularly. Here there are facilities for Football, Hockey, Basketball, Kho-Kho, Kabaddi and Cricket. Besides, for indoor games and sports activities there is a sports complex named Narhari Sports Complex. Here the facilities for Badminton, Table-Tennis and Judo are available. The college has teams of different sports. Students of this college regularly participate in national level, University level, District level games and sports competitions. In this college coaches of Judo & Yoga are available. They provide training regularly.

There is a lawn before the science block of the college. It is used for holding events like, job fair, Yuva Utsav, Prabodhan Samaroh etc. It has a grand stage too. This lawn can accommodate nearly 2000 persons. This lawn is utilized for yoga classes, for NSS activities; and for NCC activities. Here regular cultural events and academic programmes like Seminar, workshops, and quiz competitions are conducted. The new indoor sport complex is under construction.

**Facilities for Games & Sports:**

Sr. No.	Details of Infrastructure for Sports	Area	Description of
01.	<b>Sports Room</b>	20x25 yard	For administ storage
02.	<b>Football Field</b>	100x120 yard	
03.	<b>Basket- Ball Court</b>	28x15 yard	
04.	<b>Volleyball Court</b>	18x09 mtr.	
05.	<b>Kho-Kho Court</b>	33x25mtr.	
06.	<b>Kabaddi Ground</b>	13x10 mtr	
07.	<b>Cricket Ground</b>	80 yard	
08.	<b>Badminton Court</b>	44x20 Feet	
09.	<b>Table Tennis</b>	-	03 Tables
10.	<b>Judo</b>	16x18 mtr	
11.	<b>Yoga</b>	80x60 feet	
12.	<b>Other indoor sports facilities</b>		Chess & carom

File Description	Document
Geotagged pictures	<a href="#">View Document</a>

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)****Response:** 100**4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

Response: 46

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)****Response:** 47.51**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
6.98	9.42	40.50	38.48	26.03

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The library is fully automated with SOUL S/W system in version 2.0. It has a separate building of duplex nature. On the ground floor there is a spacious reading room. The library also facilitates the access to e-journals and e-books through N-List. The College has subscribed the facility of INFLIBNET thereby making available around 185000 e-books and 6000 e-journals to the teachers and students. For UG students the books are used from the central library and for students of PG classes there is library in each department. Facility of photocopy is also available in the main library. The central library subscribes 06 News Papers and 05 Magazines. Presently the library has 59090 books which include text books reference books and guide books. Every year library is enriched by adding new books keeping in mind the

current syllabus. Physical verification is done every year by the library verification committee of the college. The books in the dilapidated conditions are written off by the write off committee of the college. For the upgradation of the library there is library committee. It suggest for the propre functioning of the library.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

**4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources**

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 3.18

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
12.52	0.29	2.51	0.25	0.35

<b>File Description</b>	<b>Document</b>
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

**Response:** 0.12

**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 17

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution has an IT policy covering wi-fi, cyber security, etc., and allocated budget for updating its IT facilities****Response:**

The college has an IT Cell. A committee for this cell has duly been formed by the college administration. The head of this committee is co-ordinator. The cell looks after the requirements and maintenance of the IT facilities of the institution. This committee monitors policies concerning issues of LCD projectors, computers, laptops etc. The college has allotted a big room to the co-ordinator of IT Cell to administer the activities of this cell. The college has 03 big seminar halls with ICT facility. The whole campus of the college avails wi-fi facility. The college has its own website. There is a website coordinator who ensures that college website is updated time to time. Moreover all important notices concerning academics, examinations, assignments are uploaded on the website duly approved by the coordinator and the Principal of the college. For security of computers anti-virus is used and expenditure incurred on it was borne by the college.

**4.3.2 Student - Computer ratio (Data for the latest completed academic year)**

Response: 122:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**4.3.3 Bandwidth of internet connection in the Institution.**

Response: 5 MBPS - 20 MBPS

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**4.3.4 Institution has the following Facilities for e-content development**

1. Media centre
2. Audio visual centre

**3.Lecture Capturing System(LCS)****4.Mixing equipments and softwares for editing****Response:** E. None of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years****Response:** 41.39**4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
41.93	18.69	11.21	28.38	17.20

<b>File Description</b>	<b>Document</b>
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.****Response:**

The college has several active committees. These committees are responsible for maintaining and utilizing physical, academic and support facilities like the maintenance of the college buildings, class rooms, laboratories, hostel, canteen, sports facilities, IT facilities and lawns & parks etc.

Generally as far as practicable for a fully government owned institution, a constant effort is made to provide dedicated and secure space for equipment's and tools. There is a Building and Maintenance committee in the college. It is responsible for making necessary arrangements of academic infrastructure in the college as per the needs of the college. This committee looks after the maintenance, repair, construction and renovation work related to the college campus. This committee looks after the physical infrastructure like class rooms, administrative buildings, laboratories, sports complex and other physical assets including the services like playground, water supply and electric supply.

There is a purchase committee in the college. It looks after the purchase of equipments and computers. The equipment, instruments and items for the use in the laboratories are purchased after prior approval of this committee. This very committee approves its expenditure based on quotes and technical quotations.

The usage of central facilities like seminar halls, IT Cell, Examination Cell etc. are centrally controlled by the office of the Principal of this college. The office also looks after the provisioning and maintenance of furniture in the buildings, class rooms and laboratories. The IT Cell looks after the hardware, general purpose software, and networking requirement of the entire campus. This IT Cell is responsible for maintenance of computers and network facility of the institution. Sophisticated instruments & equipments usage is monitored through IT Cell. The instruments and equipments are cleaned, calibrated and maintained on regular basis. Major equipments are installed with power backup. The instruments and equipments are serviced by the suppliers. One full time computer technician is available for day to day maintenance of computers and other IT facilities. The IT cell co-ordinates the online admission process. The institution takes measures to upgrade IT infrastructure as per requirement of the faculties & the students. The usage of the teaching aids is monitored by the Principal office of the college. Facilities in laboratories such as water taps, and electrical fixtures are regularly checked by the respective laboratory in charge with the help of a technical person.

In the College there is a Library Advisory Committee. It has several members who take decision about purchase and up-gradation of library facilities. The books in library are accessioned, stamped and then shelved. Book binding is done to prevent further damage. The institution has constituted Library Advisory Committee for smooth functioning and efficient working of the college library. A suggestion box is kept in the library for improving library services.

A complaint box is available near the chamber of the Principal of the college to lodge complaints manually. Dry and wet cleaning of class rooms, seminar hall, laboratories, faculty rooms, office, library, corridors and wash rooms is done daily. Corridors and storage are properly cleaned with appropriate detergent and disinfectant. The records of sports and cultural activities are maintained. There is a canteen in the campus for the refreshment of staff and students. The Canteen Maintenance Committee takes care of it. There is a girl's hostel in the campus of the college but at present it is not functional due to some official problems. The UGC cell and building committee of this college regularly monitor it. There is a central RO plants and 10 water tanks are available.

The stock verification committee of the institution verifies the stock registers of all the departments and submit the report annually with fruitful suggestions to improve the facilities.



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 69.7

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
9636	7713	7368	6458	5300

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Institutional data in prescribed format

[View Document](#)

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 0

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical

fitness, health and hygiene) **4. Awareness of trends in technology**

**Response:** B. 3 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 0.48

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	55	74	89

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases**

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organisation wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**
- 4. Timely redressal of the grievances through appropriate committees**

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>

## 5.2 Student Progression

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

Response: 2.35

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	53	51	94	111

#### File Description

#### Document

Self attested list of students placed

[View Document](#)

Details of student placement during the last five years

[View Document](#)

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

Response: 3.52

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 143

#### File Description

#### Document

Details of student progression to higher education

[View Document](#)

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 11.69

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	8	4	4	10

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
25	65	43	53	47

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 13

**5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	5	7	01	0

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

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

**Response:**

Govt. College Satna follows democratic principles both in academic and administration by ensuring students participation in its activities. There was a provision of election of Student's Union in the past. But according to the direction of government, this election process has been discontinued.

Students are nominated as members of various academic and administrative bodies like Amalgamated Fund Committee, Anti Ragging Committee, and Student Redressal Committee etc. They are also involved in decision making. They play important role in the conduct of examination and co-curricular activities. They actively participate in various committees and express their views. Students take part in framing time table for their convenience.

The college has a government issued annual calendar for student events. The students of various committees enrich the cultural and corporate life of the college providing opportunities to students to expand their horizons and to develop their creativity. It provides a platform for participation of students in Intra College as well as inter-college events. Events like Gandhi Jayanti, NCC & NSS Day, World Literacy Day, Yoga Diwas, Yuva Diwas, Independence Day, Republic Day etc. are organized. Teacher's Day and farewell programme for outgoing students are also organized. The Yuwa Utsav is held every year, but due to Covid-19 in academic year 2019-20 and 2020-21 this utsav could not be organized. These events are led by the students and conceptualized in consultation with staff advisors. In these events the college students enthusiastically participate. With the help of these events students learn managerial and organizational competencies. These events offer opportunities for students to develop their creativity and to show their talent.

**5.3.3 Average number of sports and cultural events / competitions organised by the institution per year****Response:** 16.8**5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	29	31	02	22

<b>File Description</b>	<b>Document</b>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events / competitions organised per year	<a href="#">View Document</a>

**5.4 Alumni Engagement**

**5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.****Response:**

The college has a glorious past. It has produced several alumni who are serving the society as politicians, social workers, educationists, industrialists and administrators. Presently the Member of Legislative Assembly and Member of Parliament both are the college alumni. The college organizes alumni meet from time to time. One such meet was organized in academic year 2019-20. In this meet many alumni participated and expressed their views about the development of the institution. The college administration follows their valuable advice. But presently the alumni association is not registered. However several alumni often visit the college and encourage the college management for its betterment by giving valuable suggestions. One of the alumni donated water cooler for the institution. In order to seek their more contribution, the college will take initiative for the registration of alumni association.

**5.4.2 Alumni financial contribution during the last five years (in INR).**

**Response:** E. <2 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

**Response:**

**Vision:** The vision of the college is the pursuit of excellence in higher education to shape the genius of young minds towards knowledge, employment and preparing able citizens, for nation building, who are sensitive to gender equity, social justice and environment.

**Mission:** The mission of the college is:

1. To produce students as responsible citizen of the country.
2. To make students employable.
3. To inculcate moral values and discipline among students.
4. To promote creative atmosphere for the students as to help them developing their personality by drawing out their latent qualities.
5. To impart value added, socially relevant and job oriented education to the students.
6. To develop conducive ambience for the promotion of research activities among both faculty and student.

To achieve the mission and vision, the college attempts for the active participation of its stakeholders for taking decisions and policy formulation. To make the students aware of the mission and vision of the college, newly admitted students are addressed by conducting a programme called 'Prabodhan' at the beginning of the session every year. Meetings of Governing Body are held for *upliftment* of the college. Meetings of Janbhagidari Samiti are held from time to time to take decision for the development of infrastructure. To maintain academic excellence, the Principal regularly holds meetings with the heads of the departments. The Principal monitors the academic level and progress in consultation with the each department. To maintain discipline in the college, the Principal keeps a constant vigil on the goings on of the students through discipline committee and anti-ragging committee. There is a provision of a dean in Arts, Science and Commerce faculty to keep an eye for the conduct of smooth and uninterrupted teaching. Meeting of staff council is held twice a year to discuss important issues. To encourage students for their participation in sports, there is sports committee that regularly communicates with the students. In addition to this there are several committees for good governance of the college.

#### 6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

**Response:**

Last Year The college aimed at the involvement of its stake-holders in decision making process, formulation and execution of policies. Though the Principal is the head of the institution, he takes the decision in consultation with heads of the departments, in-charge of the various committees, Governing Body and Janbhagidari Samiti. Govt. College Satna is an autonomous college. For its smooth functioning of all the activities, some of the important committees as follows:

1. Examination Cell
2. Academic Cell
3. Finance Committee
4. Purchase Committee
5. Staff Council
6. Board of Studies
7. Anti-Ragging Committee
8. Grievance and Redressal Cell
9. Discipline Committee
10. RUSA Cell
11. UGC Cell
12. I.T. Cell
13. Scholarship Cell
14. Sports Committee
15. CCE Cell
16. A. F. Committee
17. Write-off Committee
18. Poor Boy's Fund Committee
19. Campus Development Committee
20. Library Committee
21. NCC
22. NSS
23. Red Cross Committee
24. SC & ST Cell
25. Women Anti Harassment Cell

Apart from the above-cited committees, there is a Governing Body which includes the members from different sections of the society. This is the apex body of the college which prepares the action plan for the advancement of the college. In addition to this, there is a Janbhagidari Samiti constituted as per State Govt. norms which also plays a vital role for the improvement of the college. For the internal matters, staff council is a supreme body. The Principal is the head of this council and each faculty is the member of this body. Likewise, examination cell comprises of faculty members, computer operators and a computer programmer. The purchase committee handles the procurement of equipments and other commodities. The Board of Studies consists of every faculty of the department and one subject expert from outside. There is a provision of internal audit of the college which is done regularly by a registered Chartered Accountant from outside. The anti-ragging committee takes all necessary steps to prevent ragging in any form. This committee is fully responsible to ensure that no incident of ragging takes place in the campus.



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for strategic plan and deployment documents on the website	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Being a part of our strategic plan, the college identified and prioritized to strengthen infrastructural and academic facilities for students. It took cognizance of the shortage of classrooms as there has been a considerable growth in student enrolment every year. Under the scheme of RUSA, the college sent a proposal for the construction of 06 new classrooms and purchase of lab-equipments to state directorate RUSA, Bhopal under the RUSA component-VII. The proposal was accepted and a sum of Rs. 2.00 Crore was sanctioned accordingly. Out of this Rs. 1.40 Crore was allotted for construction work and amount of Rs. 60 Lacs was sanctioned for purchase of lab-equipments. To execute the plan, amount of Rs.1.40 was transferred to PIU, a unit of PWD, Satna. The plan has been successfully implemented with the completion of 06 classrooms. To provide other facilities to the students, lab-equipments, power battery, computers, podiums and item of furniture were purchased as per requisition of the departments. The main items include 27 Computers, 05 Podium, 04 Short Throw Projector, 327 Students Table, 327 Students Bench, 50 Students Computer Chairs. Conclusively, the successful implementation of the scheme has enriched both academic and infrastructural facilities for the students. Besides, to mobilize the fund World Bank an IDP under MPHEQIP was sent to the department of Higher Education Bhopal. As a result the college was listed in the world bank grant list. For infrastructure development of the college a sum of rupees 864.43 lakhs has been allotted by the world bank to the college. In addition to this many items of furniture have been procured from the world bank under MPHEQIP

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

#### Response:

Govt. College Satna is a government run institution directly controlled by Dept. of Higher Education M.P. The service rules approved by the department of higher education is followed in toto. At college level, the Principal is the head of the institution. For his help in management of the college affairs he constitutes

various committees. In addition to this, there is Janbhagidari Samiti and Governing Body. The Principal is ex-officio secretary of the Janbhagidari Samiti. Each department is headed by a senior most professor. The Head Clerk of the college takes control over the working performance of class 3rd and class 4th employees. The college adheres to the service rules issued by State Government of Madhya Pradesh. So for as the permanent teachers recruitment is concerned, it is done by the State Government through Madhya Pradesh Public Service Commission. Class 3rd and class 4th employees are appointed through Professional Examination Board. Guest Lecturers against the permanent vacancy are temporarily appointed by Govt. of M.P., Dept. of Higher Education. Part-time temporary employees as well as teachers are appointed by Janbhagidari Samiti of the college. Promotion is made by the Dept. of Higher Education, Govt. of M.P. on the basis of Annual Confidential Report sent by the Principal of the college every year. In event of any grievance, one can communicate it to the commissioner, Higher Education Department, Bhopal, through the Principal.

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development/ progression

**Response:**

As per M.P. state government rules the following facilities are available for permanent teaching and non-teaching staff (appointed before 2005) ':

1. All permanent teaching and non- teaching staff are entitled to have benefit of pension scheme after their retirement.
2. Teaching staff is insured under the scheme of GIS for a sum assured of 6 lakhs with a minimal premium of Rs. 600/- per month. Non- teaching staff also gets the benefit of insurance under GIS.
3. Leave encashment facility for 300 days is available for all teaching and non- teaching staff.

4. Under the scheme of gratuity benefit of Rs. 20 Lakhs or total salary of 16 months (whichever is less) is available to both the teaching and non- teaching staff.
5. Facility of GPF loan (temporary advance/ part withdrawal) is available to both teaching and nonteaching staff.
6. Facility of child care leave for 02 Years with pay is provided to a female employee who bears 02 children below the age of 18 years.
7. Female employees can also avail of the maternity leave up to 03 months with pay during or after her pregnancy period.
8. A male employee can also avail of paternity leave of 15 days on being producing a certificate of the same.
9. Facility of half-pay leaves for 30 days in a year for all regular employee.
10. For employee under NPS, CPF is in enforcement.
11. For 4th class employee facility of uniform and washing allowances is provided.
12. Re imbursement of medical bills for all regular employee.

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

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

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

**Response:** 0.4

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized

**by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	0	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 6.47**6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
05	13	00	02	02

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.4 Financial Management and Resource Mobilization****6.4.1 Institution conducts internal and external financial audits regularly****Response:**

In order to ensure transparency in the financial functioning of the institution college adopts both internal as well as external audit system. To make the internal financial transactions error-free the college constitutes a committee of professors especially from commerce, Economics and Mathematics departments who minutely audit all such transactions and these transactions are approved by the committee. In the second tier of internal audit all internal transactions are audit every year by the registered C.A. appointed by the college for the purpose. And for the external audit auditors of A.G.M.P. Gwalior visit the institution after

every five year to ascertain the regularity of financial transactions.

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

**Response:** 81.36

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	81.36094	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

The college prepares the proposals with the help of technical agencies like PWD, PIU and heads of the departments as per their demands. The proposal along with the estimate is sent to UGC, RUSA and State Government. On being accepted the college receives the grant. To spend the grant, administrative approval is taken from the Government. Grants received for construction work is disbursed to department of PWD and PIU. For procurement of equipments and other commodities, there is a provision of open tender. Purchase committee approves the lowest quotation as per norms of purchase rules of State Government. For mobilization of funds generated at college level, approval of Janbhagidari Samiti and Governing Body is taken.

## **6.5 Internal Quality Assurance System**

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

**Response:**

With the set-up of IQAC in 2013 a marked qualitative change has taken place. It has played a significant role to streamline the things in terms of teaching process and infrastructure development. The following initiative were taken by IQAC for the improvement of the college.

1. Publication of Research Journal “Vindhya Research Journal”(Publication discontinued)
2. E-Governance in admission and examination.
3. Installation of printing unit in the confidential cell for printing question paper and mark-sheet.
4. Publication of college news bulletin “Unmesh”.
5. Construction of main gate.
6. Construction of separate toilets for boys and girls.
7. Provision of security guards.
8. Ramp for disabled students.
9. Installation of language lab.
10. Development of new garden.
11. Conduct of coaching classes for competitive examinations. ( Presently discontinued)
12. Installation of water cooler.
13. Construction of two wheeler and four wheeler parking sheds.
14. Installation of I.T. Cell.
15. Arrangement of Wi-Fi campus.
16. Set-up of E-library.
17. Soft skill development programme.
18. Conduct of invited lecture.
19. Prabodhan programme.
20. Installation of solar plants
21. Decision of home assignment and its presentation for CCEs
22. Encouragement of ICT based teaching through smart boards
23. Procurement of furniture under World Bank Scheme (MPHEQIP)

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

IQAC reviewed the working of examination cell. In this cell the practice of filling the examination form was off- line and fee deposits was made at the counter in the college. This process was problematic for both students and the college administration. Students had to wait for long time for their turn standing in queue. IQAC recommended dis-continuation of this system. It was decided that from 2013 onwards all the examination form will be filled online. This process saved the time and money of the students.

2. Another review was made in the field of teaching learning process. Use of ICT in teaching and learning process was encouraged. The college felt the necessity of language lab. Accordingly a language lab was established. E-library was set-up. Member ship of *INFLIBNET* was sought.

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.Any other quality audit recognized by state, national or international agencies (ISO Certification)**

**Response:** 1 of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The college makes every effort to ensure fairness in treatment of girls student. It provides equal opportunities so that they can consider themselves as torchbearers and pioneer in their life. On all occasions girls are given platforms to overcome their hesitation and recognize their potential for leadership. To create awareness about gender equity several programmes were organized under the scheme "Beti Bachao Beti Padhao". In one such program various competition were organized on debate, painting, speech and essay writing. As the college is always meticulous of gender equality, the girls always remain at the forefront of events of cultural and exclusion activities. To embolden girls students, a huge rally was carried out on the theme of "Beti Bachao Beti Padhao" from the college campus to the town hall of the city on 20/07/2019. In order to dignify girls, a programme, "Beti Samman Samaroh" was organized on 24/09/2019 in town hall with the help of District Administration Satna.

##### Safety and Security:-

1. To ensure safety of girls students, Identity card are issued to prevent the entry of outsiders.
2. Security guards are appointed at main gate of the college.
3. Discipline committee keeps a constant visit on the all activities in the campus.
4. The college has a code of conduct to be followed by every student.
5. The campus is equipped with CCTV cameras at all important locations.
6. Anti-ragging committee remains always watchful.
7. There is a woman anti harassment cell headed by senior lady Professor let keep constant watch were girls related issue.
8. Girls are provided judo & karate training.

**Counseling :-** Counseling sessions on woman safety are organized from time to time. One such lecture was organized on Pasco Act. A rally "Samman" was carried out for arousing sense of safety among woman by NSS unit on 20/01/2021.

**Common Room:-** There is a girls common room with attached wash room. In addition to this there is a



separate wash room for girls and lady staff.

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

- Solid waste Management.
- Liquid waste Management.

In order to keep tune with Swachha Bharat drive, the college management is attempting to transform the college campus in consonance with this ambitious scheme by working on this project with definite plan with the consultation with IQAC of the college. In order to manage solid waste, college management has installed dust bins at different points in which students, teachers and other employees of the college dump their waste materials. Discipline committee of the college takes care of the cleanliness practice regularity. The NSS, NCC, Red cross units & Personality development Cell of the college help in this mission of cleanliness by organizing programmes of cleanliness in the campus. It has become a habit of students, teachers and employees to keep the campus clean. In this mission Municipal Corporation also assists a lot by sending their vehicles regularly to collect waste and garbage from the college. The College produces least liquid waste in the campus and is almost free from this problem. Drainage system of the college is properly maintained by keeping it clean through the employees assigned for this work. Some of the liquid waste which is caused by college cafeteria is properly managed by taking the service of the employees of Municipal Corporation, Satna. The college has declared its campus plastic free.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: E. None of the above

#### 7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts

- 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

Effective efforts are made every year to promote harmony and tolerance in the college. First, admissions are done in fully transparent way as per M.P. State Govt. guidelines. The activities of NSS, NCC, YRC, Red Ribbon, sports meet and youth festival provide opportunities to all students irrespective of caste and creed. Plantation drive, cleanliness activities, various rallies, blood donation camps and sports meets generate feeling of unity and harmony among them. In addition to this National integration day is celebrated year. On this occasion Oath members of integration is taken by the students and faculty members. For this tickets are sold to the students at a minimum price of Rs. 5/- so as to inculcate feeling of communal harmony. In youth festival girls students participate in “Rangoli” competition which also promotes the feeling of cultural and regional harmony. Again there is an anti-ragging committee which plays a pivotal role in maintaining, tolerance and harmony in the campus. A week long programme “Kaumi Ekta Spath” was also organized by NSS unit for spreading the message of communal harmony.

<b>File Description</b>	<b>Document</b>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

The college organized various activities to sensitize students and employees for making them responsible citizens.

1. An induction programme called “Probodhan” is held once at the commencement of the session for newly admitted students in Arts, Science and Commerce separately. In this programme, the Principal makes them acquainted with their aim of higher education and code of ethics.

2. The college celebrates Constitution Day on 26 Nov. every year. The programme is initiated by reading out the preamble of the constitution. The programme is attended by students, staff member, guest and invitees. The programme is aimed at for making students aware of constitutional values, rights, duties and responsibilities towards nation.
3. There is celebration of national festivals like 15 August and 26 January in a grand manner every year. These programmes are initiated by flag hoisting and followed by national anthem. On these occasions the Principal arouses a patriotic feeling among students by his inspiring speech. Students actively participate and some of them make their speech and recite poems. The whole atmosphere is charged with patriotic fervour.
4. The college also organizes grand programmes on Gandhi Jayanti and Vivekanand Jayanti in order to enable students imbibe the ideals of these great persons. In order to motivate students towards cleanliness, sanitation work is also done on Gandhi Jayanti. On Vivekanand Jayanti, students are encouraged by reading out the values of Vivekanand to the students. It is followed by Surya Namaskar. In addition to this Tulsi Jayanti was celebrated in the session 2015-16 and 2016-17.
5. All the members of teaching and non-teaching staff including students to an oath of communal harmony and national integrity on the occasion of Sardar Patel birth anniversary held on 31/10/2019. An essay and painting competition was conducted on the theme of national integrity.
6. Students are sensitized towards the protection for environment; plantation drive is made every year by NSS, NCC and YRC units of the college. In the like manner, on Earth Day, 5th June students are encouraged to participate in activities like essay and painting on the related issues.
7. Blood donation camps are organized in association with District Hospital to sensitize the students for the importance of blood donation and their duty for saving the life of others.
8. Under SVEEP scheme, voter's awareness programmes are also organized to instill democratic values among students.
9. In order to instill a sense of responsibility among student, a one day workshop was organized in 2019-20 was NSS unit in association with the department of road & transport in which students were motivated not to drive without having driving license.
10. An outreach programme for aware of cleanliness was conducted by NSS unit from 01/06/2018 to 31/07/2018.

File Description	Document
<ul style="list-style-type: none"> <li>• Details of activities that inculcate values; necessary to render students in to responsible citizens</li> </ul>	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** D. 1 of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

**Response:**

Govt. College, Satna has a rich precedent of celebrating the commemorative days and events of national and international importance. Followings are significant occasions which are celebratory occurrence every year:

1. **Tulsi Jayant:** It was observed on 10/08/2016 to make students familiar with Tulsidas works and specially the Ram Charit Manas which popularized Ramayana among the masses. Dr. Umesh Kumar Singh Director M.P. Sahitya Academy Bhopal highlighted on the life and works of Tulsi Das. Smt. Shaifali Rajesh, Superintendent Dist. Central Jail Satna presided over the function.
2. **N.C.C. Day:** 69th NCC Day was celebrated on 29th Nov. 2017 Brigadier Devendra Singh (Retd.) was the Chief Guest of function. At this occasion NCC cadets performed two plays and three solo songs.
3. **N.S.S. Day:** It is observed every year by NSS volunteers.
4. **National Sports Day:** To memorialize the contribution of Major Dhyanchand and to create students interest and inclination towards sports activity, National Sports Day was celebrated on 29/08/2016 and 29/08/2017.
5. **Independence Day and Republic Day** are annually celebrated to remember and honor the great sacrifice of our freedom fighters and memories the dawn of India's freedom.
6. **Vijay Diwas:** To commemorate the martyrdom of our Armed Forces Vijay Diwas was observed on
7. **Sardar Patel Jayanti:** A grand function was held on 31/10/2019 to commemorate Sardar Patel. On this occasion a competition on essay and painting was conducted. Student also took an oath of national unity and integrity.
8. **International Women's Day:** is celebrated on 8th March to recognize the contribution of women in every field across the globe every year.

9. **Vivekanand Jayanti:** is celebrated on 12th January every year to inculcate the human values among students every year. A programme of Surya Namaskar is organized on this occasion.

10. **Gandhi Jayanti:** is celebrated with full enthusiasm to remember his invaluable contribution to India's freedom. On this day invited guest lectures are arranged so to make students aware of Gandhi's Principles. Volunteers and NCC cadets undertake sanitation work. On 150th anniversary of Gandhi Ji, a programme was organized on 02/10/2019 in a grand manner. Local MLA Mr. Siddharth Kushwaha was the Chief Guest of the function. Mr. Maqsood Ahamad a local leader focussed on Gandhian values.

11. **International Yoga Day:** is celebrated on 21st June every year so as to popularize the importance of yoga and creating awareness for healthy and fit life. A Yoga programme is conducted on this occasion.

12. **World Environment Day:** is observed on 5th June annually to raise concern on growing pollution and other environmental issues.

13. **Earth Day:** is celebrated on 22nd April to cultivate awareness among young minds regarding the protection of our planet from imminent dangers.

14. **National Voters Day:** is celebrated to spread awareness among young voters to exercise their franchise for strengthening our democratic fabric.

15. **Constitution Day:** was celebrated on 26th November 2016 to spread responsibility to our Nation.

In addition college organizes M.P. State Foundation Day, National Science Day and International Women Day etc.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

**Best Practice - 1 - Dress Code**

**Keywords:- Uniformity, Equality, Identity**

**Objective of the Dress Code:-** The underlying aim of implementing dress code is as follows:

1. To bring uniformity among students.
2. To abridge the gap between the poor and rich. Wearing uniform, all students look alike. There is no any feeling among the students that they are from different background.

3. To bring equality.
4. To economise the extravagance on dress.
5. To check the entry of outsiders.

**Context of Dress Code:-** In the present scenario, we are living in a tyranny of fashion. At college level, students are prone to fashion and wearing gaudy and western cloths. They easily fall victim to western style of wearing. So keeping in view the decorum and descent life of the students it is essential to keep the learners within confines of discipline and costume. Students belong to different backgrounds. Some of them are rich while others are below poverty line. Students from humble background cannot afford costlier cloths. In absence of dress code the college will turn out into a fashion house and students economically weaker sections will be of inferiority complex. In uniform all the students are alike and equal.

**Practice of Dress Code:-** college has decided dress code for all the students. For girls there is a Kurta in Sky Blue Color, Salwar and Chunari in Navy Blue Colour. For boys there is a Shirt in Sky Blue and Pant in Navy Blue Colour. Right from the commencement of the academic session till the end it is mandatory for all students to wear college uniform at all occasions. Only on Thursday there is a relaxation for becoming undress. Similarly wearing I-Card is compulsory. Discipline committee keeps a regular watch over students uniform. All the teachers have been instructed by the Principal not to allow the students in the class wearing other than uniform.

**Evidence of success:-** Students of Govt. College Satna have a separate identity because of their strict adherence to dress code. At all times they are in their proper uniform. Be it examination, annual function or extension activities, students are always in their uniform. As a result, no outside intrusion has occurred so far. Because security guards easily recognized whether the students are from the college or outside. Wearing I-Cards by the students helps in maintain discipline of the college. Moreover there has occurred no case of ragging in the college.

**Problems Encountered and Resources Required:-** In Govt. College Satna as such there is no problem in making students wear the uniform. There is no way other than to wear uniform compulsorily. A very mild interruption is required at the beginning of the session. Dress is not costly. It is affordable by all students. For ceremonial uniform of NSS and NCC, the financial help is provided by the college itself.

### **Title of the Practice: 2 - Prabodhan**

#### **Objective of the Prabodhan:-**

Prabodhan programme (Orientation Programme) for newly admitted students. This practice was started from 2007 and still in vogue. The objective of the Prabodhan are as follows:

- a. To Provide newly entrants an opportunity for understanding the institution culture.
- b. To make new entrants aware the difference between lower education and higher education.
- c. To make students familiar with their faculty members.

- d. To instill in them the feeling of confidence and fearlessness.
- e. To develop in them ethical values.

### **The Context:**

The practice of Prabodhan programme (Orientation programme) was thought to be necessary because the new students coming from rural surrounding areas are unaware of basic traits of higher education. Moreover their upbringing and lower education carried out in rural areas do not provide them exposure to the new changes of the world. This restricts the natural growth and development in their personality to the optimum level. To develop in them confidence, fearlessness and thirst for new learning, this practice was started.

### **The Practice:**

The Orientation Programme is held every year after the closure of admission and at the outset of the new session. The program is the intended to provide an extra edge of understanding in newly admitted students towards the institution, the practice assists them to come across with the atmosphere of the college. They learn the difference of lower and higher education. On this occasion the teachers deliver lectures equipped with basic information of the institution and nuances of higher education and how it is relevant in the present scenario. This practice develops in them the feelings of confidence, fearlessness and candidness towards the institution as well as the teachers. The introduction of teachers along with their excellent traits create in the newly admitted students honour and respect for their teachers. The lecture of teachers on this occasion leave a mark in the mind of students. This practice was started in order to create the atmosphere of familiarity into the newly admitted students so that they could feel comfortable in the new atmosphere. Looking into large number of students at Under Graduate and Post Graduate first year level, the orientation program is organized group wise for each faculty viz. Science, Arts and Commerce at undergraduate level. The same practice is followed at P.G. level also.

### **Evidence of Success:**

The practice has become very popular. The rate of success of this practice can be measured through the discipline among students. There is no case of ragging, harassment against girls and other evils of social disparity among students. Newly admitted students feel confident, fearless and comfortable and pay their attention towards studies. Their personality development and rate of success in examination is another benchmark to gauge their rate of success.

### **Problem Encountered and Resources Required:**

The institution lacks a large auditorium where the mammoth number of newly admitted students could be accommodated. Hence a big auditorium having the capacity of 1000 students should be constructed fixed with complete sound system so that faculty wise orientation programme could be arranged.



File Description	Document
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

The college is committed to strive in consonance with its vision. It endeavors to shape the young minds into a good synthesis of talent and responsible citizens. Apart from assurance in learning, the college paves the way for the all-round development of the students. To achieve this, the college provides the platforms of NCC and sports which open up the vast opportunities to flourish their genius in multifaceted personality. Extension activities of NSS and NCC sensitize the students towards their inclination to tree plantation, blood donation, cleanliness, health hygiene, communal harmony, integrity and cultural unity. During the last five years, students have imbibed human and moral values by participating in activities of slogan writing, essay competition and painting on drug abuse, gender equity, solidarity and patriotic fervour. Clean-up activities under Swacch Bharat Mission, voter awareness programmes under SWEEP, rallies carried out under the scheme of “Beti- Bachao Beti-Padhao” have been remarkably successful. Outreach activities carried out in a nearby village, Nai Basti, Satna for cleanliness were immensely fruitful. Likewise, free of cost distribution of Sanitary Napkins to 300 girls in adjacent basti was a landmark in disseminating the message of health-hygiene. A month long programme under Summer Internship at Madhavgarh, a village of Satna District, door to door survey at village, Barkhera, assessment of survey of 52 welfare scheme in nearly 70 village, clean-up programme in Jagat Dev Talab, a pond situated at the heart of city are activity which proved the self-less service for the community. Organization of annual camps by NSS unit every year in different villages were exemplary for creating awareness against the evils of the society. In the rallies, essay competition, Nukkar Natak, wall painting under Beti-Bachao Beti-Padhao proved emphatic pointer towards the gender equity. Blood donation camps by NSS cadets and NSS volunteers manifest their self-less interest for the service of humanity. A series of awards, recognition certificates bagged by NSS and NCC cadets at state, division and district level are reflective of their talent and perseverance. Mr. Vipin Sen glorified the college by participating in the Republic Day Parade New Delhi in 2019-20. Ms. Astha Nigam won a fame for college by becoming a chosen member of 14 members group under “Ek Bharat Shreshta Bharat”. She travelled North-East state to become apprise of their culture and tradition. Ms. Shradhha Pathak and Ms. Archana Kushwaha represented the college in adventure camp and state level leadership camp respectively. Contribution for voter awareness under SVEEP was highly praised by district collector, Satna in state assembly and Lok Sabha election. In pandemic period NSS volunteers rendered their yeomen’s services in distribution of mask and spreading the message of washing hand and keeping social distance. Similarly, when Satna was engulfed by flood, and the college was shelter of flood effective people, NSS, YRC and NCC volunteers extended their helping hand in distribution of food, medicine and clothing. An additional feather was added to the college cap when Ashtha Nigam, student (M.Sc.) represented Madhya Pradesh State in the National Finals of the National Youth Parliament Festival 2021 on 11/01/21.

<b>File Description</b>	<b>Document</b>
Appropriate web in the Institutional website	<a href="#">View Document</a>

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## 5. CONCLUSION

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### Additional Information :

1. It was landmark for the college that the college was included in the list of 200 Govt. college of M.P. Govt. under World Bank Sponsered Scheme (MPHEIQ). Under this scheme items of furniture, almirah, tables, dual desks have been procured from the department of Higher Education, Bhopal. A sum of rupees 864.43 lakhs has been sanctioned for civil work to develop infrasturcture.
2. The college is the study centre of IGNOU where the programmes of B.A., B. Com., M.A. English, M.A. Pol. Sc. and other several Diploma courses are running.
3. The college has also been running the study centre of Madhya Pradesh Bhoj Open University where the programmes of B.A., B.sc., and B. Com. are active.
4. The college is a lead college of Satna district. It has the supervisory powers to inspect all the college of the district.
4. Many times information of all the colleges situated in Satna district whether private or government is sought by the department of Higher Education, Bhopal directly from the Govt. College Satna. In that case the college bears the responsibility of collecting, compiling and submission of the infprmation of the colleges of the whole district.
5. The Principal of the college functions as drawing and disbursing officer of 8 newly opened govt. colleges in Satna district.The Principal of the college also functions as drawing and disbursing ofiicer of all the added college of satna district.
6. The college also started Vindhya Research Journal in the year 2015 with its ISSN 23953993. Due to some reasons its publication is withheld. In near future its publication will continue soon.
7. The college has a Governig Body and aJanbhagidari Samiti for smooth functioning of college.

### Concluding Remarks :

Govt. College Satna is one of the oldest colleges in Vindhaya region. Its well disciplined and ragging free ambience is conducive to teaching learning sprit. The college has the privilege of being an autonomous institution and lead college of Satna district. It imparts learning in 11 programmes at UG level and 17 programmes at PG level. Significant increase in student enrolment over the years is indication of its excellence in teaching learning process. Apart from regular courses, the college also plays host to the study centers of IGNOU and MP State Open Bhoj University. Presently the college caters to the needs of 13346 students. Most of them hail from rural areas. Annual system of examination is prevalent in UG and semester pattern is in vogue at PG level. For internal assessment, students have to appear in C.C.E. In order to lessen the gap of student-teacher ratio, the college has appointed temporary teachers by JanBhagidari Samiti. Regular teachers teach and undertake research both. The college promotes research activities by organizing seminars and workshops. Extension activities are of paramount importance. Events of tree plantation, blood donation, clean up programmes, voter awareness programmes and activities done under “Beti Bachao Beti Padhao” are widely

acclaimed performs. Astha Nigam, a NSS volunteer glorified the college by representing M.P. state in National Finals of the National Youth parliament Festival \*\*\*\*. In sports, the college has invariably been hosting one or two divisional and state level sports meet. As regards student progression, most of the students pursue post graduate studies while others go for B.Ed., D.Ed. and law courses. The scholarship efforts for sanction of all kinds of scholarship. As a result, there is no pendency at this end. For example\*\*\*\* scholarship application forms were settled in one year i.e. 2020-21 only. Free competitive coaching was conducted in year 2016-17, 2017-18 and 2019-20. Stationary and book worth Rs. \*\*\*\* is distributed free of cost to SC & ST students every year. Facility of reading room, e-library, language lab, computer lab, is also available for the students. To schematize the process of admission, examination and other function in the college there are well equipped I.T. cell, RUSA cell, examination cell and UGC cell. Other facilities include safe drinking water, separate toilets for boys and girls.

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.3.3	<p><b>Average Percentage of students enrolled in the courses under 1.3.2 above.</b></p> <p>1.3.3.1. <b>Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>9899</td> <td>8142</td> <td>7825</td> <td>7469</td> <td>6615</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per metric 1.3.2.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	9899	8142	7825	7469	6615	2020-21	2019-20	2018-19	2017-18	2016-17	0	0	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
9899	8142	7825	7469	6615																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	0	0	0																	
1.3.4	<p><b>Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)</b></p> <p>1.3.4.1. <b>Number of students undertaking field projects / internships / student projects</b>            Answer before DVV Verification : 1368            Answer after DVV Verification: 00</p> <p>Remark : HEI has not shared supporting document.</p>																				
1.4.1	<p><b>Structured feedback for design and review of syllabus – semester-wise / year-wise is received from</b></p> <p><b>1) Students, 2) Teachers, 3) Employers,</b></p> <p><b>4) Alumni</b></p> <p>Answer before DVV Verification : C. Any 2 of the above            Answer After DVV Verification: D. Any 1 of the above            Remark : DVV has considered D. Any 1 of the above as per shared report by HEI.</p>																				
2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p>2.1.2.1. <b>Number of actual students admitted from the reserved categories year wise during last five years</b>            Answer before DVV Verification:</p>																				

2020-21	2019-20	2018-19	2017-18	2016-17
3305	2376	2089	1918	2098

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3219	2342	2076	1910	2079

Remark : DVV has made the changes as per shared report by HEI.

**2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years**

**2.5.1.1. Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
55	102	46	29	28

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
58	105	49	26	28

Remark : DVV has made the changes as per shared report by HEI.

**2.6.3 Pass Percentage of students(Data for the latest completed academic year)**

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

Answer before DVV Verification : 3991

Answer after DVV Verification: 3994

**2.6.3.2. Total number of final year students who appeared for the examination conducted by the Institution.**

Answer before DVV Verification : 4062

Answer after DVV Verification: 4065

Remark : DVV has made the changes as per shared report of final year students who passed by HEI.

**3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/ supervisors provided at 3.2.3 metric) during the last five years**

**3.4.2.1. How many Ph.Ds are registered within last 5 years**

Answer before DVV Verification : 9

Answer after DVV Verification: 3

3.4.2.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 21

Answer after DVV Verification: 21

Remark : DVV has made the changes as per shared report by HEI.

**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
08	16	19	11	04

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
08	12	11	09	03

Remark : DVV has considered those journals only ISSN number.

**3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	03	02	04	01

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	02	01	03	01

Remark : DVV has considered only those books and chapters with ISBN number.

**3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	12	14	09	05

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	04	00	01

**3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**3.6.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
04	12	18	12	11

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
04	09	18	11	08

**3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**

**3.6.4.1. Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
456	1459	1599	2017	1047

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
456	788	1599	2000	737

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 2

Answer after DVV Verification: 46



Remark : DVV has made the changes in 4.1.3 on par with 4.3.

**4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)**

**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6.98	9.42	55.50	68.48	26.03

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6.98	9.42	40.50	38.48	26.03

Remark : DVV has made the changes as per shared report of Expenditure for infrastructure augmentation, excluding salary by HEI.

**4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12.06	12.02	26.63	14.97	29.09

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12.52	0.29	2.51	0.25	0.35

Remark : DVV has made the changes as per shared report of in 4.4.1 by HEI.

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

**4.2.4.1. Number of teachers and students using library per day over last one year**

Answer before DVV Verification : 87

Answer after DVV Verification: 17

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates) as per SOP.

4.4.1	<p><b>Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years</b></p> <p>4.4.1.1. <b>Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>371.93</td> <td>808.69</td> <td>571.21</td> <td>928.38</td> <td>717.20</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>41.93</td> <td>18.69</td> <td>11.21</td> <td>28.38</td> <td>17.20</td> </tr> </tbody> </table> <p>Remark : DVV has considered only maintenance of physical facilities and academic support facilities excluding salary shared by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	371.93	808.69	571.21	928.38	717.20	2020-21	2019-20	2018-19	2017-18	2016-17	41.93	18.69	11.21	28.38	17.20
2020-21	2019-20	2018-19	2017-18	2016-17																	
371.93	808.69	571.21	928.38	717.20																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
41.93	18.69	11.21	28.38	17.20																	
5.1.2	<p><b>Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years</b></p> <p>5.1.2.1. <b>Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1214 1046 1348"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>16</td> <td>23</td> <td>28</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1426 1046 1561"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : HEI has not provided any supporting documents reflecting non-government and institutional scholarship.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	0	0	16	23	28	2020-21	2019-20	2018-19	2017-18	2016-17	0	0	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	16	23	28																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	0	0	0	0																	
5.1.3	<p><b>Following Capacity development and skills enhancement activities are organised for improving students capability</b></p> <ol style="list-style-type: none"> <li><b>1. Soft skills</b></li> <li><b>2. Language and communication skills</b></li> <li><b>3. Life skills (Yoga, physical fitness, health and hygiene)</b></li> </ol>																				

**4. Awareness of trends in technology**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has considered B. 3 of the above as per shared report by HEI.

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.****5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	66	86	94

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	55	74	89

Remark : DVV has excluded repeated students.

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.****5.3.1.1. Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	12	11	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	5	7	01	0

Remark : DVV has not consider shared participation certificate by HEI.

**7.1.4 Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds

	<p>4. <b>Waste water recycling</b></p> <p>5. <b>Maintenance of water bodies and distribution system in the campus</b></p> <p>Answer before DVV Verification : A. Any 4 or all of the above          Answer After DVV Verification: C. 2 of the above          Remark : DVV has considered C. 2 of the above as per shared report by HEI.</p>
7.1.5	<p><b>Green campus initiatives include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Restricted entry of automobiles</b></li> <li>2. <b>Use of Bicycles/ Battery powered vehicles</b></li> <li>3. <b>Pedestrian Friendly pathways</b></li> <li>4. <b>Ban on use of Plastic</b></li> <li>5. <b>landscaping with trees and plants</b></li> </ol> <p>Answer before DVV Verification : A. Any 4 or All of the above          Answer After DVV Verification: B. 3 of the above          Remark : DVV has considered B. 3 of the above as per shared report by HEI.</p>
7.1.7	<p><b>The Institution has disabled-friendly, barrier free environment</b></p> <ol style="list-style-type: none"> <li>1. <b>Built environment with ramps/lifts for easy access to classrooms.</b></li> <li>2. <b>Divyangjan friendly washrooms</b></li> <li>3. <b>Signage including tactile path, lights, display boards and signposts</b></li> <li>4. <b>Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment</b></li> <li>5. <b>Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above          Answer After DVV Verification: C. 2 of the above          Remark : DVV has considered C. 2 of the above as per shared report by HEI.</p>
7.1.10	<p><b>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</b></p> <ol style="list-style-type: none"> <li>1. <b>The Code of Conduct is displayed on the website</b></li> <li>2. <b>There is a committee to monitor adherence to the Code of Conduct</b></li> <li>3. <b>Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></li> <li>4. <b>Annual awareness programmes on Code of Conduct are organized</b></li> </ol> <p>Answer before DVV Verification : A. All of the above          Answer After DVV Verification: D. 1 of the above          Remark : DVV has considered as per shared report by HEI.</p>

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3994</td> <td>2970</td> <td>2900</td> <td>1782</td> <td>1436</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>4065</td> <td>3082</td> <td>3085</td> <td>2674</td> <td>2289</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	3994	2970	2900	1782	1436	2020-21	2019-20	2018-19	2017-18	2016-17	4065	3082	3085	2674	2289
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2020-21	2019-20	2018-19	2017-18	2016-17																	
4065	3082	3085	2674	2289																	
2.2	<p><b>Number of full time teachers year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>101</td> <td>108</td> <td>97</td> <td>102</td> <td>106</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>68</td> <td>68</td> <td>68</td> <td>68</td> <td>68</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	101	108	97	102	106	2020-21	2019-20	2018-19	2017-18	2016-17	68	68	68	68	68
2020-21	2019-20	2018-19	2017-18	2016-17																	
101	108	97	102	106																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
68	68	68	68	68																	
3.5	<p><b>Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>378.91</td> <td>818.12</td> <td>626.71</td> <td>996.87</td> <td>743.23</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>68.91</td> <td>46.12</td> <td>42.71</td> <td>56.87</td> <td>58.46</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	378.91	818.12	626.71	996.87	743.23	2020-21	2019-20	2018-19	2017-18	2016-17	68.91	46.12	42.71	56.87	58.46
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