Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT JAGANNATH MUNNALAL CHOUDHARY MAHILA MAHAVIDYALAYA**
Name of the head of the Institution	**Dr. Kalpana Shastri**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07642252536**
Mobile no.	**9425484342**
Registered Email	**hegjcgcman@mp.gov.in**
Alternate Email	**kalpana.shastri31@gmail.com**
Address	**Near Singhwahini Mandir, Azad Ward, Mandla, Madhya Pradesh**
City/Town	**Mandla**
State/UT	**Madhya Pradesh**
Pincode	**481661**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. S.N. Khare**
Phone no/Alternate Phone no.	**07642252536**
Mobile no.	**9425484382**
Registered Email	**hegjcgcman@mp.gov.in**
Alternate Email	**khare.sharadnarayan@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzA2Mg%3d%3d&InstId=NDM2

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAxMA==&InstId=NDM2

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period From	Validity Period To
1	**C+**	**64**	**2007**	**10-Feb-2007**	**09-Feb-2012**
2	**B**	**2.04**	**2017**	**30-Oct-2017**	**29-Oct-2022**

6. Date of Establishment of IQAC	**01-Jul-2008**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Voter's Awareness Rally	25-Jan-2019 1	78
Health Awareness Rally	01-Dec-2018 1	66
Plantation Programme	10-Aug-2018 1	48
Cleanliness Drive	02-Oct-2018 1	39
Environmental Awareness Programme	23-Jul-2018 1	62
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 0	0
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Voters Awareness Rally

Health Awareness Rally

Plantation Programme
Cleanliness Drive
Environmental Awareness Programme

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To organise Voters Awareness Programmes.	Voters Awareness Rally was organised.
Health Awareness Programmes to be organised.	Health Awareness Rally was organised.
Plantation Programme to be organised.	Plantation Programme in the locality was organised.
Cleanliness Drive to be organised.	Cleanliness Drive was organised by the NSS unit.
Environmental Awareness Programmes to be organised.	Poster making competition and slogan competition were organised.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Internal Quality Assurance Cell	08-Sep-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**28-Sep-2017**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**19-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Management Information System is controlled by the Head of the Institution and the office. Committees are formed at the institutional level and duties are assigned to faculty members. Order and circulars are received from the Department of Higher Education through the dedicated portal. Admission and Student Information are maintained through M.P. Online portal. Correspondence with other institutions are done through emails. Accounts related work is carried out with the help of IFMIS. Information are also circulated through Whats App Groups dedicated for the stakeholders.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum delivery is in a well planned & elective manner. As this college is a government college run by the Higher Education Department, Govt. of MP. at UG level, the Curriculum is designed, developed & upgraded by the respective departments in the university under the active & efficient supervision of subject experts selected from different disciplines with view to maintain uniformity. The same syllabus is followed at UG level in the whole state. The college adheres to the Curriculum & Syllabi & makes every effort to follow the contents & spirit contained therein.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics-Political Science-Sociology	01/06/1983
BA	Hindi-History-Sociology	01/06/1984

BA	Economics-Hindi-Political Science	01/06/1983
BA	Hindi-History-Political Science	01/06/1984
BA	Hindi-Home Science-Political Science	01/06/1984
BA	History-Political Science-Sociology	01/06/1984
BA	English-History-Sociology	01/06/1984
BA	Economics-English-Political Science	03/06/1983
BA	English-History-Political Science	01/06/1984
BA	English-Home Science-Political Science	01/06/1984
BA	Hindi-Home Science-Sociology	01/06/1984
BA	Economics-Hindi-Sociology	01/06/1983
BA	Home Science-Political Science-Sociology	01/06/1984
BA	Economics-English-Sociology	01/06/1983
BA	Home Science-English-Sociology	01/06/1984

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
10 Days Short term certificate course on Beutician	07/11/2018	24
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Under Graduate in Arts	167
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes

Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The Feedback for students is taken in the end of every session. The feedback collected is analysed by the Internal Quality Assurance Cell and the necessary actions are taken as per the suggestions of the Institutional head. The feedback from the parents are also taken after the session ends by arranging a Parents-Teachers meet. Their suggestions are also taken into consideration. The feedback from teachers and other staff members is also taken regularly by the college Administration and Management so that any improvement if suggested can be taken into consideration and action taken if required.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Undergraduate in Arts	750	468	431

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	7	0	7	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
7	7	3	9	0	2

View File of ICT Tools and resources
View File of E-resources and techniques used

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

To establish a positive communication between teacher and taught, Teacher-Guardian scheme is in practice under this scheme each faculty is allotted certain number of students at the beginning of the academic year. Faculty keeps a record of the attendance of the students. Teacher guardian guides students from time to time

according to their needs to develop the personality of a student. 01 meeting is held during each academic session between the guardian and the students according to the availability of time slot allotted. All the Students are allotted to the faculty members and students teachers ratio is maintained. A register is provided by the college committee to maintain record of each student. At the end of the session register and reports are submitted. The college administration reviews and solves the problems pointed out by the students. Student centric plans are chalked-out for the expectations and needs of the students. Nearly 75 percent students actively contact their guardians from time to time.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
431	7	1:62

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
7	7	0	0	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Nill	Nil
2019	Nil	Nill	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	C028	Year-I	09/04/2019	11/10/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Internal assessment process is available in the college and is done by the teacher. Internal evaluation is aimed at improving the achievement level. Under this type of evaluation both scholastic and non-scholastic learners knowledge is evaluated briefly. This is done by keeping in view the attendance, performance, conduct, interest and involvement in curricular activities of the student throughout the academic session. If the student is not able to answer for any reason in the CCE examination then again that student is evaluated and completes his work. Those students are assessed and passed in CCE marking ranges from 10 to 15 marks given in exam and in final exam marking ranges from 40 and 45 marks. The college practices a well defined examination process with internal assessment system. Entire examination process and evaluation system is transparent and fair. The External examiners are appointed for viva-voce for project works in order to maintain confidentiality and transparency.

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

words)

> Before the commencement of the academic year, the institution strictly follows Academic Calendar prepared published by Department of Higher Education, Bhopal, M.P. containing the relevant information like information regarding the teaching learning Schedule (Working Days), Various events (like Sports Activities, Yuva Utsav, N.S.S. Activities, Annual Social Gathering etc.) to be organized , holidays, duration of annual examination, semester system examination etc. The academic Calendar is prepared so that teachers must be notified all the activities regarding continuous internal evaluation process. It is also published on website of the collage displayed on the college notice board. The teacher plans the teaching evaluation schedule of assigned subject, the type schedule of internal evaluation is also planned.

2.6 – Student Performance and Learning Outcomes

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

http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAyNA==&InstId=NDM2

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C028	BA	Undergraduate in Arts	167	144	86.22
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2.7 – Student Satisfaction Survey

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

http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAzMA==&InstId=NDM2

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	Nil	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
One day workshop on Eating Disorders among youth	IQAC	03/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Nil	0	0
International	NIL	0	0

View File

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

Department	Number of Publication
Nil	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	0	0	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	0	0	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	1	1
Presented papers	0	1	0	0
Resource persons	0	0	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Voters Awareness Rally	NSS	4	78
NSS Camp	NSS	7	47
Plantation Programme	NSS	5	42
Cleanliness Drive	NSS	6	56
Health Awareness Rally	NSS	5	82
AIDS Awareness Rally	NSS	5	92
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS Camp	Appreciation Letter	Office-Sarpanch: Deodera	47
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Abhiyaan	NSS	Cleanliness Drive	6	56
AIDS Awareness	NSS	AIDS Awareness Rally	5	92
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
College Chalo Abhiyaan	4	Institution Level	1
Career Fair	28	Institution Level	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Consent Based	Project Work/Internship	Rukhshar Beauty Parlour, Mandla	01/02/2019	30/03/2019	36
Consent Based	Project Work/Internship	Computer Centre, Mandla	01/02/2019	30/03/2019	58
Consent Based	Project Work/Internship	Gondi Public Trust, Mandla	01/02/2019	30/03/2019	28
Consent Based	Project Work/Internship	Om Botique, Mandla	01/02/2019	30/03/2019	45
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	0
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
57728	57728

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	27059	2902825	0	0	27059	2902825
Reference Books	7976	241704	0	0	7976	241704
[View File](#)						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill
[View File](#)			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	12	1	1	0	0	1	7	100	0
Added	0	0	0	0	0	0	0	0	0
Total	12	1	1	0	0	1	7	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
48424	48424	9304	9304

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

The institution follows established system, procedures and practices for the maintenance and utilization of physical, academic and support facilities. The Principal take care of the requirements placed and expends within the limit ensured for the chair. Regarding the maintenance of physical and infrastructural requirements plumber, carpenter and laborers are engaged and for the laboratory equipments, related technician are invited and paid after the work is done. If the estimated expenditure limit exceeds beyond Principal's limit, then approval is taken from the Department of Higher Education, Madhya Pradesh. For regular purchase of requirements, quotations are invited from at least three firms and comparative chart is prepared. The vendor with the least rate gets the approval of the Purchase Committee and no doubt quality for each article is considered too. According the allotment received from the concerned authority and committee, the Principal allocates the fund to different departments as per their requirement approved by the Purchase Committee and Head of Department members. All the payments are mostly done through E-payment. The daily cleanliness of classrooms, laboratories and furniture are done by nonteaching staff appointed for the said task.

http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAzNQ==&InstId=NDM2

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post Metric, Aawas Yojna, Gaon Ki Beti and Pratibha Kiran	565	4608561
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and Meditation	12/01/2019	28	NSS
Personal Counselling and Mentoring	22/11/2018	53	Swami Vivekanand Career Guidance Cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Guidance for competitive examinations and career counselling	53	53	0	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Nil	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	36	Undergraduate in Arts	Undergraduate in Arts	Govt. Rani Durgavati P.G. College, Mandla	Master in Arts

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

Items	Number of students selected/ qualifying
Nill	0

View File

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

Activity	Level	Number of Participants

Chess Competition	Institution Level	6

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	National	Nill	Nill	Nill	Nil
2019	Nil	Internat ional	Nill	Nill	Nill	Nil

View File

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

The institution does not have a student council but there are different committees who looks after all the co-curricular and extra-curricular activities of the college. The goal of the institution is to provide a common platform to students for different activities and students are involved in number of activities at institutional and society levels. The college convinces the students that it's an opportunity to develop their overall personality and believes in their empowerment through quality education. At administrative level, different committees are formed who look after the process of admission, exam form submission, scholarship forms etc. which are smoothly conducted with the student friendly relations of the institution. There are specific committees such as NSS, cultural, library, sports committee etc. in which majority of the students are involved and actively participated. It's an opportunity for them to give back something to their institution and society by developing their personality. NSS activities like lectures, camps, rallies, or any other social event, our student are well represented on paper and actively involved in the effective implementation of the event. NSS camp planning and execution can be the best examples of student's involvement in our college and a model of student's representation in our college where so much productive work can be done in the disciplined manner, by encouraging and motivating students to participate in activities such as Blood Donation Camp, Saraswati Puja, Republic Day, Independence Day, Voter's Day, Yoga Day, Martyr's Day and Environment Day. So, the institution facilitates students representation and actively plays an important role in upgrading the image of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

18

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings and activities are organized by alumni association at regular

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

This college is run by the Higher Education Department, Govt. of Madhya Pradesh. Rules and regulations are framed by the Department of Higher Education and are applicable for the governance of this institution. However, at the college level, the Principal is the administrative head and with the help of different committees, the Principal ensures that perspective plans are made and implemented keeping in view the basic framework of governance. To facilitate decision making, teachers are there in different committees and they actively monitor the functioning of different committees. At regular intervals meetings are held and under the guidance of the principal decisions are made and plans are executed proactively.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The time table covers the varied elements of curriculum. Along with classes various extra-curricular activities are planned to add value to the curriculum. Along with this, educational excursion participation in Career Fair, are planned that encourage the students to experience professional aspects. NSS and Sports activities add more value to the curriculum. Swami Vivekanand Career Counselling Cell and Personality Development Cell conduct value added and skill based training programmes.
Teaching and Learning	The college has well qualified, trained and experienced faculty. Learner centric methodologies such as participative learning experiential learning are practiced through various teaching learning methods. The teachers maintain daily diary of taught content. The teaching learning process is evaluated by the result of internal tests, quality of assignment submitted by the students and final result.
Examination and Evaluation	The Exams are conducted by Rani Durgavati Vishwavidyalaya, Jabalpur as per their time-table and the results are also declared by the university.
Research and Development	The college organises educational tours and field visits for the students

	to develop the research quality in the students.
Library, ICT and Physical Infrastructure / Instrumentation	• Facility of reading room. • Books are provided to the students of reserved category and needy. • Well ventilated adequate number of classrooms. • Computer Lab available. • ICT enabled teaching learning promoted. • e-Material provided. • Whats App groups of students are formed. • ICT tools used by the faculty.
Human Resource Management	Notable work performance is recognized by the Principal. Faculty is appraised through Confidential Reports for their manifold activities. Programmes are organized to supplement mental wellness among employees. Annually, International Yoga Day is observed wherein the employees practice calming and rejuvenating yoga asana. Along with this, other drives and programmes are conducted to harness the mental health of employees into efficient work performance. Staff Club celebrates achievements of fellow employees and arranges for the welcome and farewell parties as well. Anti-sexual Harassment Cell for Women ensures that any such activity is nipped in the bud.
Industry Interaction / Collaboration	Students are exposed to field visits and interactions with practical aspect of life during the course of their education. Skill based trainers are frequently invited by the college for trainings and extension lectures who train them with necessary skills to help them prepare for their future.
Admission of Students	College Chalo Abhiyan is practiced to promote GER. Admissions are made through transparent online process. For the admission process of Graduation First year, students register themselves on the portal. After the registration and document verification process students get admission as per merit and reservation policy of the state government. After the payment of fee and getting the enrolment number from the affiliated University, students become regular students of the college. The admissions of graduation second and third year admission process is conducted at the college level.

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

E-governace area	Details
Planning and Development	Committees are formed before the beginning of every academic session. A sketch is prepared for the development of college. Committees are formed to organize youth festival, literary and cultural activities. Internal Quality Assurance Cell of the college organizes and supervises the working/activities of the committees. The college, for the benefit of the students functions as per the annual planning. SWOT and feedback mechanism is followed by the institution.
Administration	The head of the institution runs college management system. Principal distributes duties to professors and other employees and stakeholders as entrusted to her by the government. A micro, macro level timetable is prepared to facilitate teaching. Orders circulars, notices, information etc. are circulated to all the staff, teaching and others. Managerial information is circulated, received and sent with the help of latest information technology. Website and email are helpful in disbursing information to higher authorities. Accounts related work is done with the help of IFMIS.
Finance and Accounts	All the payments done by the office are online. Payments for purchases are made online by office. All financial transaction by autonomous cell is online. Scholarships are deposited in account of the beneficiary students directly.
Student Admission and Support	The college has a transparent online admission for all the programmes it offers. Right since its inception in 2012, the institution's admission system has yielded positive result, owing to the special feature of online admission system, given as under: • It facilitates the students to compare and evaluate entry requirements of college education, choice of programmes, fee structure and related details. • Making it easier to compare admission process of other colleges and universities. • It helps the candidates to register themselves from anywhere at their own convenience. • It is the most reliable transparent process. • Institutions can monitor the complete process. • It

	facilitates data retrieval and analysis. • The portal supports various modern online payment gateway, auto SMS and auto generated email for registration, verification and seat confirmation. • It is a complete integrated multiuser system which provides secured, accurate and timely information to users. • Release of admission notification on admission website and newspaper and through promotion campaign 'College Chalo Abhiyan'. • The college updates its fee structure, number of programmes and subject groups on the admission website. • The college constitutes admission committees for its various programmes. • Counseling committee is constituted by the college to satisfy the queries of the applicants relating to various dimensions of college education and admission process.
Examination	There is an internal examination cell which arranges internal assessment examinations. Different committees are formed for conducting exams as given by the schedule of the affiliating university (Rani Durgavati Vishwavidyalaya, Jabalpur).

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	**Nil**	**Nil**	**Nil**	**0**
		View File		

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	**Training Programme on How to remain free from stress in workplace**	**Nil**	**18/07/2018**	**18/07/2018**	**7**	**Nill**

| 2019 | Nil | Training Programme on "Physical Activity and Mental Health" | 12/02/2019 | 12/02/2019 | | Nill | 5 |

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	0	Nill	Nill	0

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Advance Payment from GPF. • GIS. • Special Leave to look after the infants and maternity leave.	• Advance Payment from GPF. • GIS. • Special Leave to look after the infants and maternity leave.	• Various Scholarships distributed by the state government of Madhya Pradesh.

6.4 – Financial Management and Resource Mobilization

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

The institution has an effective welfare mechanism for teaching and nonteaching staff. There are few schemes to support the staff in time of need like advance payment from salary, GIS, special leave to look after the infants and maternity leave etc. At the end of the year API is assessed by IQAC. Senior staff members are invited to have a discussion over it. Office of the college strives for a balance in income and expenditure, so that the balance does not get disturbed. The institution incorporates women empowerment programs to enhance inclusiveness. Effective welfare mechanism of the institution is available for its teaching and non-teaching staff. Audit done at three levels: i. C.A. ii. Higher Education iii. AGMP

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

		0		

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Department of Higher Education, M.P., Office-Additional Director, Jabalpur	Yes	Head of the Institution
Administrative	Yes	Department of Higher Education, M.P., Office-Additional Director, Jabalpur	Yes	Head of the Institution

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

Feedback System. Discussion related to Activities organized. Old Books Distribution.

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

Advance payment from GPF. GIS. Special leave to look after the infants and maternity leave.

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

1. Extension Activities were organised for the students. 2. ICT structure of the institution got strengthened. 3. Capacity building programmes were organised for the students. 4. Short Term skill development programmes were organised for the students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Voters Awareness Rally	24/01/2019	25/01/2019	25/01/2019	78
2018	Health Awareness Rally	30/11/2018	01/12/2018	01/12/2018	66
2018	Plantation Programme	09/08/2018	10/08/2018	10/08/2018	48

| 2018 | Cleanliness Drive | 01/10/2018 | 02/10/2018 | 02/10/2018 | 39 |
| 2018 | Environmental Awareness Programme | 21/07/2018 | 23/07/2018 | 23/07/2018 | 62 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Special lecture on Women Empowerment	08/03/2019	08/03/2019	82	3
Rally on "Beti Bachao Beti Padhao"	24/09/2018	24/09/2018	76	2

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

Percentage of power requirement of the University met by the renewable energy sources
• Awareness Programme Rally • Lecture on Plantation • Poster Competitions • Essay Competitions • Use of LED bulbs.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	No	5
Ramp/Rails	Yes	5
Braille Software/facilities	No	5
Rest Rooms	No	5
Scribes for examination	Yes	5
Special skill development for differently abled students	No	5
Any other similar facility	No	5

7.1.4 – Inclusion and Situatedness

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

	advantages and disadvantages	and contribute to local community					
2018	1	1	01/12/2018	1	Health Awareness Rally	Health Awareness	66
2019	1	1	25/01/2019	1	Voters Awareness Rally	Voters Awareness	78

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Handbook on Human Values and Professional Ethics	09/06/2018	• Each student shall behave courteously and politely with fellow student, Teacher, Principal and all office staff. • Each student shall devote her complete attention to the system of the college and pay attention to studies also, cooperate in all the co-curricular activities organized and approved by the college. • All students shall maintain peace and take interest in cleanliness and safety of college property building, library, laboratory etc. they shall not harm in any way whatsoever the college property such as, building, decoration, electricity system equipment etc. • Students shall not resort to violence, agitation or as an answer to their problems. • Organizing any kind of political activities in college is forbidden. • Students shall approach the teaching faculty in case of any difficulty. The Principal in a quiet and peaceful manner discusses their problems or inform the Grievance Redressal Cell. They may also contact their teacher

guardian but not contact newspapers or external elements. • A congenial, cooperative and friendly atmosphere is created under the "Chaatra Abhibhavak Yojana" which organizes programmes under the guidance of IQAC. • College forms various committees to help, guide and solve problems of students Redressal cell, Jan Sunwai Prakoshtha committee to solve cases regarding sexual harassment, Anti Ragging Cell. • I.Q.A.C. organizes rallies, Poster competition, slogan writing competition, lectures to aware students regarding health issues related to smoking drug addiction. • Faculty constantly guides students regarding cleanliness personally and off campus, to save electricity, careful use of government equipment etc. • College Personality Development Cell Organizes Lectures and workshops for the overall development of personality of girls.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Special lecture on How to enrich Human Values	06/03/2019	06/03/2019	86

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The campus declared as Polythene free zone. 2. Cleanliness campus is practiced. 3. Awareness programmes organized for environment conservation. 4. Plantation.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-01 Title of the Best Practice: Health Well-being. Women being nurturer and builder of families and societies their health is considered as an asset by the college. The college in the form of Health and Well-being Policy

translates this noble thought, which is one of the most important practices of the college. To improve health and well-being of the students who are young women college has formulated this policy under which a lot of good practices have been earmarked to spread awareness and to educate all the students so that they feel safe and learn the benefits of having sound health on the occasion of Women's Day. College establishes collaborative activities with the support of health departments like Women and Child Development Department, Govt. of Madhya Pardesh to inculcate health and well being related value among students. The idea of good health for all is well understood by the college therefore, such programmes are organized for the faculty and office employees as well. Context: The policy of Health Well-being covers personal health of each student that includes physical, emotional, social, spiritual and intellectual leading to their holistic well-being. The student profile of the college consists of the students who are mostly from rural, low and middle class background. Struggling to fulfill their basic needs they are not adequately aware of the notion of health and wellbeing. Hence it becomes the responsibility of the institution to make them aware of the benefits of having good health and overall development. Practice: Programmes informing nutritious food, importance of vitamins and minerals is also decimated, discussions and lectures were organized. Students are made aware of use of latest technology and its negative effects on health, and life style. They are also made aware of life style disorders and how to avoid them and improve our style. Nasha Mukti rallies are also organized by the NSS Unit of the college, AIDS and Cancer awareness programmes are also organized in the form of lectures, poster competition by the NSS unit. Evidence of Success: NSS arranges programmes targeting the health and well-being of students. Cleanliness drives/camps are also organized to fulfill the above needs. Women development cell also focuses on women's health and they organize lots of programmes related to their safety. Problems Encountered and Resources Required: There are some problems encountered by the college as far as implementation of health policy is concerned. Students admitted in the institution are from rural background and their financial conditions are also very poor. Various scholarships have been introduced by the department of Higher Education of Madhya Pradesh government for the upliftment of the weaker sections of students like Gaon ki Beti, Pratibha Kiran,Poor Students Support Fund etc. Best Practice-02 Title of the Best Practice : Environmental Awareness Govt. J.M.C. Girls College Mandla, Madhya Pradesh is committed to protect and improve the environment and environmental conditions surrounding its campus and nearby areas. One of the most evident problems which the world faces today is the environmental pollution. It feels that it is a primary duty of everyone including the students, faculty, visitors and guests to work in this direction to maintain ecological balance which is an important area to be taken care of. Man has exploited nature excessively, hence, there is an immediate need to make people aware about environmental degradation. The college feels that Educating students through public participation may change and improve the quality of environment. Moreover, according to the Government of India it is the duty of every citizen of India to protect and improve the natural vegetation including forests, lakes, rivers and wild life and to have compassion for living creatures. Therefore, the college is dedicated to improve its surroundings so that its effects are transferred largely well in the society. Context: It is extremely important for everyone to conserve natural and man-made heritage including biological diversity of ecosystems. To spread awareness regarding the same amongst students to make them understand the link between environmental development for the healthy environment becomes imperative. To teach them how to prevent and control degradation of natural resources like land, water and vegetation becomes a subject of utmost importance. The main objective is to conserve natural resources and the natural environment where it is possible to repair damage and reverse trends. Since long time environmental movements have created much needed awareness and dealt with multiple environmental problems

but still a lot is to be done. For this reason, the college has made Environmental Awareness its one of the best practices and works under the policy to improve all the major concerns by the implementation of measures suggested in the policy. Practice: To keep healthy flourishing environment students of the college are constantly motivated. To achieve this goal, they are informed regarding the advantages of tree plantation. Environment Club organizes lectures. Students are motivated to plant trees in their gardens and nearby whereby they live. Also rallies are organized for environment protection and awareness. Evidence of Success: In the syllabus at UG level compulsory paper on Environmental Awareness imparts knowledge to students regarding environmental issues. Students and faculty members of college are encouraged to plant trees on their birthday and on their special occasions. Disposal of garbage is done properly to make the campus clean and green. Awareness campaign is organized by the NSS students to get rid of pollution. Green zone is developed in the college which ensures good health and green surroundings for students and the faculty. Problems encountered and resources required: Ignorance is one of the major problem encountered by the college. Sometimes students leave the class without switching off the lights. In wash-rooms they also leave the tap on, in this way they misuse the resources provided to them by the college.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAzNg%3d%3d&InstId=NDM2

7.3 – Institutional Distinctiveness

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

India is a country with a treasure of rich cultural heritage in the form of Music Painting, Literature, Poetry, Sculpture and many more. Similarly, Govt. J.M.C. Girls College, Mandla is dedicated to save this treasure carry it forward for the next generation. For the promotion of all these initiatives of Central Government "Ek Bharat Shrestra Bharat" was promoted. Our students participated in this programme. Students inculcate this experience for a lifetime. The students reach to local people through the activities of NSS unit. Students are given opportunity to interact with people living in remote areas and by speaking and listening to them, students get knowledge about their social issues, art and culture. When students get admitted in Govt. J.M.C. Girls College, Mandla, they get wings to fly through the academic as well as other activities which are organized by the college throughout the year leading to their holistic development. The college affirms preserving the cultural wealth of India for nation's identity and integration through various activities. There are various cultural programmes organized under Youth Festival every year. Students are trained and guided by the faculty members for these competitions. They are given leadership roles so that they can learn to be responsible and disciplined. Faculty members also build leadership quality in them. The college has a uniform for all the students, which is a decent comfortable traditional wear. This promotes the idea of oneness amongst the diverse group of students. After checking the field of interest of various students, they are provided with high class opportunity in the area of sports. College is doing its best to make the students aware for the protection of environment. In view of the security of the students, the campus is equipped with CCTV Cameras. Local bus and Auto rickshaw services have stops near college to make students' communication convenient. Blood donation camps are organized with the help of NSS unit to bring awareness regarding social responsibility and health among students and society. The college has adopted one village

'Jhuggi Basti, Singhwahini Ward' and the citizens are made aware in the areas of health hygiene and cleanliness girls are also informed about POCSO Act. All the students are registered under the Teacher Guardian Scheme, thus many of the problems that the students face in college are solved at this level itself. Students are made aware to adopt a healthy life style with the help of 'Surya Namaskar' and 'Yoga'.

Provide the weblink of the institution
http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAzNw%3d%3d&InstId=NDM2

8.Future Plans of Actions for Next Academic Year

1. To conduct extension activities for students. 2. To make students digitally more aware by conducting programmes on ICT. 3. To take feedback from stakeholders.