YEARLY STATUS REPORT - 2021-2022

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. S.N. Khare

- Designation   Principal(in-charge)

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   07642252536

- Mobile No: 9425484382

- Registered e-mail   hegjcgcman@mp.gov.in

- Alternate e-mail   khare.sharadnarayan@gmail.com

- Address   Near Singhwahini Mandir, Azad Ward, Mandla

- City/Town   Mandla

- State/UT   Madhya Pradesh

- Pin Code   481661

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated

- Type of Institution   Women

- Location   Semi-Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Rani Durgavati Vishwavidyalaya, Jabalpur, M.P.**

- Name of the IQAC Coordinator   **Dr. Aradhana Dubey**

- Phone No.   **07642252536**

- Alternate phone No.   **07642252536**

- Mobile   **9425485117**

- IQAC e-mail address   **hegjcgcman@mp.gov.in**

- Alternate e-mail address   **aradhna.dubey@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1NTE%3d&InstId=NDM2

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C+**	**64**	**2007**	**10/02/2007**	**09/02/2012**
Cycle 2	**B**	**2.04**	**2017**	**30/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC   **01/07/2008**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	RUSA	RUSA	2021	20000000
Department	Nil	Nil	Nil	Nil
Faculty	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines Yes

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year 03

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Value-added certificate courses were organised.

Feedback from the stakeholders were collected and analysed.

POs & COs were displayed on the Institution's portal.

Workshops/Seminars were organised.

Training Programmes were organised for the teaching & non-teaching staff of the college.

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

Plan of Action	Achievements/Outcomes
Voter's Awareness Programmes to be organised.	Voter's Awareness Rally and varions activities to aware the stakeholders about 'Right To Vote' were conducted by the institution.
Plantation Programmes to organised.	Plantation Programmes in and beyond the campus were organised.
Cleaniliness Drives to be organised.	Cleanliness Drives in and beyond the campus were organised by the students of NSS unit.
Administrative/Professional Development Programmes for teaching and non-teaching staff to be organised.	Training programme for teachin and non-taeching staff on 'Digital Awareness' was organised by the Internal Quality Assurance Cell of the Institution.
Health Awareness Programmes to be organised.	Rally and various competitions like poster making competition and slogan writing competition were oraganised by the institution to make the students well aware about the significance of health in our lives.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC Committee	27/04/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	Dr. S.N. Khare
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• Alternate e-mail	khare.sharadnarayan@gmail.com
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• City/Town	Mandla
• State/UT	Madhya Pradesh
• Pin Code	481661
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• Type of Institution	Women
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3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1NTE%3d&InstId=NDM2
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAxMw==&InstId=NDM2

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04-10-2023 04:54:54

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- Name of the statutory body

Name	Date of meeting(s)
IQAC Committee	27/04/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	29/12/2022

15.Multidisciplinary / interdisciplinary
There is a multidisciplinary holistic education for all the enrolled students of the institution. Student's curriculum structure is a creative combination of study. A holistic and multidisciplinary education will help develop all round individuals.

16.Academic bank of credits (ABC):
The Academic Bank of Credit The undergraduate degree is of 3 years duration. An Academic Bank of Credit will be established by Madhya Pradesh Higher Education Department after the commencement of NEP 2020.

17.Skill development:
Along with curricular learning, Department of Home Science and Vivekananda career Guidance cell organized the skill development training programmes time to time.This approach is designed to help students to develop academic expertise with vital leadership skills that can help them in their career paths.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The education system focuses on rootedness and pride in India and its rich diverse ancient, modern culture, knowledge system and tradition. The promotion of Indian languages, Arts and Culture is one defining feature which builds a positive cultural identity and self esteem.Students are motivated to join online courses for their skill development.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
The Education Policy enables students to study one or more specialized areas of interest at a deep level and also develop character, ethical and constitutional values, intellectual curiosity, intellectual creativity, scientific temper, creativity, spirit of service, respect for public property, liberty, responsibility, pluralism, equality and justice.

20.Distance education/online education:
The institution motivates the students to regularly visit SWAYAM Portal to develop skills in themselves through online platform.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	51

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	847

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	380

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	256

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	7

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	7

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**9**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**0.89183**
4.3 Total number of computers on campus for academic purposes	**12**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

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. and affiliated to RDVV, Jabalpur,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.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0NzQ=&InstId=NDM2

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before the commencement of the academic year, the institution strictly follows Academic Calendar prepared & provided 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. The academic Calendar is prepared so that teachers can be notified of all the activities regarding Continuous Comprehensive 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.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAxMw==&InstId=NDM2

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course

system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

07

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

210

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

210

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution runs the courses in Arts stream. Curriculum is designed by R.D.V.V. Jabalpur, which included various topics/chapters covering cross cutting issues relevant to gender, environment & sustainability, human values & professional ethics. The institution takes care to focus on these issues. Environment studies is a compulsory subject for all under graduate second year students, related to environment & sustainability. Similarly cross cutting issue relevant to gender, environment & sustainability, human values & professional ethics are covered in the prescribed syllabus of university in various subject in the form of topics, chapters, poems & co-curricular activities. NSS unit conducted programmes on tree plantation, Swaccha Bharat Abhiyaan, lectures of experts in these fields, Street Plays on these issues were organized. The prose, poetry & other chapters in certain courses addressed issues related to gender sensitivity & equity. Besides the syllabus the institution organized programs to inculcate human values in students & staffs. Blood donation camp and Health camps are regularly organized. NSS unit is very active & regularly arranged social & cultural activities in the college. Ethical practices such as truthful information, facts & unprejudiced approach are taught in content of syllabus & Career Guidance Cell organizes programmes for development of students' aptitude test etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

15

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

393

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMDU=&InstId=NDM2

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

400

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

375

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The teachers provide counselling for the choice of subjects/groups at the time of admission and before the admission process. The college organizes orientation programmes and induction programmes for freshers. The faculties have direct discussions with students to assess their learning level. On this basis the performance, the students are identified as slow and advanced learners. They are also assessed during initial classes by asking some general questions related to subject or some other related fields. For slow learners, college conducts problem solving sessions to increase their learning level. They are motivated by providing additional learning materials such as unsolved questions papers of previous examinations and other possible manner so that they can cope up with their studies and try to compete with rest of the students of the college. Most of the students in the institution come from rural areas and tribal villages and belong to schedule caste, schedule tribe and other backward classes. They come from economically weaker sections. These conditions make teachinglearning process slow but the teaching faculty members take extra classes to complete their curriculum. The faculty members of the college try to make teaching and learning process understandable and interesting by group discussions, field visits, sharing new events and news.

File Description	Documents
Link for additional Information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0ODE=&InstId=NDM2
Upload any additional information	View File

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

Number of Students	Number of Teachers
847	7

File Description	Documents
Any additional information	[View File](#)

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

Student centric methods, such as experiential learning participative learning and problem solving methodologies are used for enhancing learning experiences. The theories and approaches for testing are used by teachers to enable students compete in the physical world. Teaching methods can be classified into teachercentred and student- centred learning methods. Teaching methods are considered to be means of complete testing and evaluation of students learning process which is perceived through both in formal and informal forms of assessments. Commonly used technique methods include classroom participation of students. With the aim to make students not only self reliant and employable but to impart a good learning experience the college has adopted learner centric methods that prepare the learner to face the practical world; to solve problems to take decisions and to be confident. To achieve this objective most of the students centric methods have been incorporated by the institution as projects/assignments -According to the syllabus and beyond syllabus students are given projects and assignment to enhance their cognitive skills and thought process. Field trips to enhance experiential learning, increasing awareness of the real life situation. Surprise tests, quizzes, preparation of questions, class tests etc. develop memory, reflexes, improve alertness and develop comprehension skills. The preparation for the examination can be made through the previous year's paper in teaching methods. Special attention is given to slow-learners. Students are further motivated for the competitive examinations preparation techniques.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0ODQ=&InstId=NDM2

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

I.C.T is an effective tool for developing educational opportunities by making significant development in the field of higher education and enhancing the quality of education. The national mission of education emphasizes the role of ICT for trained teachers in spreading of quality education. In Government J.M.C. Girls College Mandla, teachers are currently benefiting the students through I.C.T. through computers in college, students learn new dimensions of education in today's technology era due to which students are able to understand the importance and usefulness of ICT in their upcoming lives. ICT enabled education system has been started in the college since 2012. The importance of ICT facility is increasing more and more to increase the level of education due to the global pandemic of COVID-19. Online classes through ICT media can be organized and the level of education of the students can be enhanced even in the epidemic situations like corona virus pandemic which is the foresightedness of our government. ICT enabled teaching is being practiced in college. Smartphones, Tablets and Laptops are frequently used by the faculty which helps them to apprise the students of the latest information, innovation and development in their respective field. Students are encouraged to search the web for added information. Students are encouraged and guided to use e-resources in the Smart Classes. The college has a Wi-Fi zone in the campus enabling and strengthening the ICT facility provided by college.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0ODU=&InstId=NDM2

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

2.3.3.1 - Number of mentors

7

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

7

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

152

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment process is available in the college and is done by the faculty members. 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 etc. 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. The college practices a well defined examination process with internal assessment system. Entire examination process and evaluation system is transparent and fair.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0ODY=&InstId=NDM2

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The mechanism for dealing with complaint related to internal examination is transparent, and efficient. Arrangement for internal assessment system is communicated by the college to the students along with its compulsion and efficiency 15% marks are reserved for internal assessment CCE and 85% marks are reserved for external assessment in all subjects. If any student is absent in the CCE exam, he/she is notified by telephone and such students are given a second chance. The mechanism of internal assessment is completely transparent as test copies are shown to the students and discussed with them. They are told about the mistakes which have been made by them so that they may not repeat them again. Sometimes students are asked to check their own copies along with the model answer. In this method the student gives correct marks to his/her own copies. Generally the results prove that answer sheets have been corrected and marked carefully, and no discrepancy in re-totalling is found.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0ODc=&InstId=NDM2

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The learning outcomes are clearly stated for all academic programmes and courses of the college. These outcomes reflect the vision and mission of the college. They are framed in keeping in view the attributes which enable the students to work effectively and fruitfully in team Adopting ethical values. Extending social co-operation. Critical thinking, analysing and problem solving. .

Effective communication and meaningful interaction. Developing research and scientific attitude The college clearly specifies the end product of training and the associated learning outcomes for every Programme. The Programme Outcomes are communicated to the students during admission into programme through counselling by faculty. After the admission, Programme Outcomes and Course Outcomes are explained to the students in detail. Course outcome at graduation level offer combination of Arts and Humanities subjects such as, Economics, Hindi, English, Sociology, History, Home Science and Political Science. These are supplemented with foundation courses related to moral values. These courses provide graduate level knowledge, a deep level of understanding of the courses which are helpful in competitive exams of civil services and other sectors. The course outcomes should make the students proficient in the subject at graduation level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAyNw==&InstId=NDM2
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Programmes outcome and course outcomes are annually discussed in the meetings of different subjects of various departments and appropriate measures are taken. The UG course syllabus is framed by the university by incorporating suggestions and proposals of the expert guest members. All the issues related to various aspects of course outcomes are discussed in detail by the external/expert members. The faculty of the institution are members of the Board of Studies in the university. The faculty provide counselling at the time of admission by discussing on the subject and syllabus. Students are encouraged to participate in activities for social and community service. Students find solutions to their problems by visiting villages and organizing camps in villages.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0OTA=&InstId=NDM2

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

230

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0OTI=&InstId=NDM2

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0OTQ=&InstId=NDM2

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

8

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Govt. J.M.C. Girls College Mandla practices the culture of bringing innovation for creating an ecosystem for transfer of knowledge. The college promotes the culture of establishing industry academia interface by hosting a number of invited lectures. It also introduces an innovative culture to them. Eminent persons of their respective fields such as academicians, entrepreneurs, motivators are invited for transfer of knowledge on the widespread issues so that the students are up- to date which helps them to develop a keen competitive edge. As most of the students belong to rural areas, they have been encouraged to collect information about agricultural practices, religious rites and other activities, they have been asked to collect samples of

different types of traditional and indigenous crops and plants, different cultures and beliefs as a part of CCE. In order to keep the college campus clean and beautiful, campaigns run by the government from time to time such as tree plantation under Hariyali Mahotsav and Ankur Yojana, water conservation, Swachh Bharat Mission etc. made students aware of the environment. Along with this water conservation is done through water harvesting in the college and student are also motivated to do the same.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA0OTk=&InstId=NDM2
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

203

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

11

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

7	

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Well equipped learning resources and a balance infrastructure is a basic requirement for smooth running of programs in an institution. The total campus area of our Govt. J.M.C. Girls College, Mandla is spread over 0.6 Acre of land in total area in which Principal's office Administrative office, one institutional library, Staff Room, 01 Virtual Classoom, Class Rooms, Girl's Common Room, Career Guidance Cell plus IQAC Cell, Sports and Games Department, Admission and Scholarship Counter, UGC and NSS Cell, Student Cell and Fee Centre together with adequate electricity supply and ample ventilated environment. The college has two water Coolers. There is a water harvesting system in the college. There are sufficient books in the library with a reading space. Sufficient number of books in accordance with the percent syllabus available, LCD projector has been installed in the virtual classroom. Wi-Fi open to all fibre broad band and free access to internet facility is available in the campus. The whole campus is under surveillance to monitor all the activities in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMTA=&InstId=NDM2

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Owing to space constraints and limited availability of rooms, the college has limited infrastructural facilities for cultural and games and sports activities in the present campus. However, the students do actively practice and participate in various cultural and co-curricular activities. Vibrant cultural programmes are performed by the students in annual functions. With Regard to the games and sports infrastructural facilities, there is a play ground but there is less facility for indoor games yet in the present college campus. So, the students go to the nearby games and sports complex as and when needed. The students do participate in sports and game competition at district and university level.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MTE=&InstId=NDM2

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MTI=&InstId=NDM2
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR

in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The entire academic and academic related activities revolve around the library and the academic qualities and excellence of college is largely a function of available library facilities and its functioning. Stock library is an asset to the college and boon for the poor students, new books are added every year. The library provides various facilities to both students and teachers. Apart from reading room facilities, normally books are issued to the students for one week. SC/ST students are benefitted from book bank scheme and are given few free books. Faculty members can also get books issued as and when needed. Teachers do visit the library regularly.

The library has SOUL 2.0 equipped to manage all its activities.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MTM=&InstId=NDM2

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-	E. None of the above

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

42

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Seminars, workshops, cultural and literary activities, and various functions are organized in the institution. There is one computer laboratory in the college campus. Due to space constraint, the

number of computers is very limited vis-à-vis student strength. Hence, the overall student computer ratio in the college low. Every teaching department, administrative cell, examination cell, IQAC cell, student section are equipped with computer and internet facility through LAN connection whose speed is 78 MBPS. C.C.T.V. cameras have been fitted in almost all the classrooms, in Principal's room, main gate, parking area and passage corridor. The open campus Wi-Fi facility is available in the college. Online platform like Google meet, Microsoft Team are regularly used by faculty members. The office uses IFMS software. Salary slips and GPF slips are assessed online by the faculty member. The college maintains its IT infrastructure regularly and technicians are called as and when required. The Website of the college is regularly maintained.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MTk=&InstId=NDM2

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

0.89183

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

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 labourers 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. There are two sources of funds namely the Government of Madhya Pradesh and Janbhagidari Committee. 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 non-teaching staff appointed for the said task.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MjA=&InstId=NDM2

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

865

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	http://www.mphighereducation.nic.in/3502
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

81

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

81

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

03

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

15

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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. At administrative level, different committees are formed who look after the process of admission, exam form submission, scholarship forms etc. is smoothly conducted with the student friendly relations of the institution. There are specific committees such as NSS, cultural, library, personality development, sports committee etc. in which majority of the students are involved and actively participated. NSS activities like 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. Students participate in activities such as Blood Donation Camp, Saraswati Puja, Republic Day, Independence Day, Voter's Day, Yoga Day, Martyr's Day, Environment Day, Gandhi Jayanti etc. So, the institution facilitates students representation and actively plays an important role in upgrading the image of the college.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MjY=&InstId=NDM2
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

8

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Meeting is organised by the Alumni Association once in a year. 11 alumni members help the economically weaker students by donating them books, other members help the students to visit the local old age homes. Some of the members help the NSS students in Saakshartaa Abhiyaan durin the camping period.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1Mjk=&InstId=NDM2
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

1. To build the character as well as all-round personality development of the students to provide affordable quality education to students with knowledge and skill in their streams and identify their hidden talents.

Mission:

1. To prepare young minds for imbibing knowledge, skills and sensitivity.
2. To strive for excellence in all our endeavours.
3. To stay focused at our core and support functions while holding ourselves responsible.
4. To embed self-evaluation and incessant improvement process.

Objectives:

1. To impart education through value-based holistic teaching by integrating traditional and innovative practices.
2. To create a platform for students for exploring their creative potential.
3. To nurture the spirit of critical and evaluative thinking in students.
4. To inculcate a strong belief in hard work and core values of gender equality, human values and ecology to make the students responsible citizens.
5. To provide inclusive education by making it accessible to all the sections of the society.
6. To maintain and promote quality, transparency, compliance and sustainability in governance.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMzE=&InstId=NDM2
Upload any additional information	View File

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

Decentralization and participative management is supported by the Committee system that is in place in the College and includes

different stakeholders. The Governing Body, which is the apex body in College administration, includes teachers, community representatives, guardians of students and members of the affiliating University community, thereby itself being highly representative character. Student participation in the management of the College is enabled by their inclusion as members of the different Committees in the College. The activities of the various committees are coordinated by the IQAC.

This college is run by the Higher Educational Department, Government of M.P. 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, she 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.

To illustrate the participatory aspect of College management, the role of the Committees in different areas of Institutional functioning is described:

Academic:

1. Academic Committee

2. Examination Committee

3. Library Committe

Administrative:

1. Planning Committee

2. Finance Committee

3. Purchases and Monitoring Committee

4. Construction and Maintenance Committee

5. The Admission Committee

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMjY=&InstId=NDM2
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a strategic plan for the development of the institution. The college, taking into consideration the directives and orders received from the Higher Education Department which formulates the plans and strategies for growth of the Educational arena of the state. Meetings of different stakeholders are analyzed and acted upon in a cohesive manner. Efforts are made to transform strategic planning into action. But with a view to decentralizing the whole decision making and implementation process, college Committees are consciously and consistently working on the strategy for the better development of the college. The structure of the college from administration to academics is in a well- knitted structure working for the development process. IQAC ensures effective Feedback system from all stakeholders to get information about the implementation of plans and also their suggestions for development. The Grievance Redressal Cell if receives the complaints, takes decisions over the issues to resolve the matter. With objective the plans are made and policies are executed.

The cells and committees have been formed in the institution for smooth working. There are several committees for monitoring the plans and objectives of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMzI=&InstId=NDM2
Upload any additional information	View File

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

This institution is a government college and hence the organizational structure is in tune with the plans and policies framed by the Higher Education Department. In the college the principal is at the apex and for assisting Him different cells have been formed. The members of the committee meet and take decisions and submit the report to the principal for final approval and implementation. Staff council is one of the most significant bodies and before taking any major decision, it is taken into consideration by the heads of the institution. Service rules, recruitment and promotional policies come under the jurisdiction of Higher Education Department. So, the college has limited authority in this domain. The role of committees and cells constituted at the college level is very significant. Planning and implementation of different schemes are done under the control and guidance of these committees. For increasing enrolment and improving gross enrolment ratio, the admission committee plans strategy before the commencement of the academic session, College Chalo Abhiyan and Help Desk are practiced by the college. Members of the committee visit Higher Secondary schools of the catchment areas and through interactive process increase awareness about the admission process.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMzY=&InstId=NDM2
Link to Organogram of the Institution webpage	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMzI=&InstId=NDM2
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for teaching and non teaching staff members. Some of them enumerated here under:

1. Medical reimbursement allowed to all regular employees.

2. Leave Admissible as Higher Education Department Leave rules.

3. Provision of admission of eligible wards of employees.

4. Provident Fund, Advance final withdrawal facility available as per M.P. Government Rules.

5. Maternity and Paternity leave.

6. With payment leave for refresher, orientation and training.

College takes initiative to improve upon the quality of teachers by motivating them to participate in seminars, conference and workshops and also encourages them to complete orientation/refresher courses organized by academic staff of the colleges. IQAC regularly monitors the empowerment aspect of the teaching as well as non teaching staff. Through API scores any teacher can access the quality of his or her performance. This encourages them to improve their personality by removing the negatives and enhancing the positives. Principal delegates his power to the faculty members. This practice gives them a sense of responsibility and also empowers them.

During the Covid-19 pandemic, extra financial support was given to the non-teaching staff members including the medical

reimbursement.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1Mzg=&InstId=NDM2
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Teaching Staff: Every year the college seeks information from the teachers about their academic achievements and the same is recorded. This record reflects the publications, conferences attended, papers presented, participation in orientation and

refresher courses by the faculty members. These records of achievements and participations by the faculty as well as that of the works done by the administrative staff are maintained. At the time of appraisal, as per UGC guidelines for the API calculation and such records are assessed. Further the engagement of faculty members in other spheres like corporate life, membership in different bodies and societies are also considered for performance appraisal. Performance appraisal record is collected in prescribed format and the achievements of the faculty are kept in IQAC for their inclusion in the AQARs of the college. These are communicated to the concerned authority for the preparation of ACR of the faculty members.

Non-Teaching Staff: For non-teaching staff ACR (Annual Confidential Report) is sent by the Principle to higher authorities like additional director and commissioner, Higher Education. ACRs are taken into consideration in DPC (Departmental Promotion Committee) meeting.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlMzk=&InstId=NDM2
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has an effective welfare mechanism for teaching and nonteaching staff. There are a few schemes to support the staff in time of need. The staff can take advance from their GPF amount. The maternity and paternity leave is available to the staff. The ladies staff can avail special leave to look after their infants. The office of the institution 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 is performed at three levels:

1. C.A.

2. Higher Education

3. AGMP

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MTc=&InstId=NDM2
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is making incessant effort for mobilization of funds. Under the directive of the Higher Education Department, Janbhagidari Committee has been formed. The president of the committee is appointed by the Higher Education Department whereas the Principal is the Secretary. The meeting of the committee takes place twice or thrice in a year and it focuses on resource mobilization for development activities. The college is registered under section 2(f) and 12(B) of UGC. We are trying to promote CSR (Corporate Social Responsibility) for the benefit of our students for training purpose under Swami Vivekanand Career Guidance Scheme. The institution has an effective welfare mechanism for teaching and non-teaching 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. The institution participates in the programs for professional development. Senior staff members teach and train junior staff members. Office of the college strives for a balance in income and expenditure, so that the balance does not get disturbed. Effective welfare mechanism of the institution is available for its teaching and nonteaching staff.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1MTc=&InstId=NDM2
Upload any additional information	View File

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

The IQAC has led the Institution in institutionalizing the following strategies to enhance the quality of the learning environment. Faculty Development through use of ICT tools and digital workshops: IQAC takes initiatives for the training of faculty to impart quality education. Teaching learning through ICT help students to understand the topics easily and makes the class interesting too. From time to time Department of Higher Education, Madhya Pradesh Government has taken measures to raise the quality bar.

The college is dedicated to maintain quality by focusing on the following areas:

1. Curriculum

2. Effective ways of learning

3. Use of ICT and up gradation of knowledge

4. Extension activities

5. Optimum utilization of infrastructure

6. Leadership and innovative practices

7. To preserve and respect culture

8. To maintain national integrity, objectives based on paired state Manipur & Nagaland were performed.

Some key areas monitored by IQAC are:

1. Skill Development, Extension activities, Feedback from stakeholders and Academic and Administrative Audit.
2. Internal Quality is assured through Feedback Mechanism for enhancing quality in teaching, learning, evaluation and infrastructure.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTAlNDE=&InstId=NDM2
Upload any additional information	View File

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

IQAC communicates recommendation in academic matters to the Heads of the Departments.

Academic Initiatives:

- Felicitating the creation of learner centric environment conducive to quality education.
- Active learning to promote/incorporate strategies in our curriculum and transform classrooms into impactful dynamic learning environment.
- Project based learning.
- Presentations.
- Arrangement for feedback response from students, teachers, alumni and parents on the institution and curriculum.
- Preparation

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=NzAwNg==&InstId=NDM2
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1NDQ=&InstId=NDM2
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

The overall increase in the enrolment of women in the campus in the last five years has been possible only due to the following successful measures taken by the college. Keeping in the view, security and safety of female students, CCTV cameras have been fixed in the institution. There is separate girl's common room and separate washrooms for girls. The college has anti ragging squad as per the order and instructions of UGC and the Supreme Court of

India. The college strongly believes in bringing change in society by the empowerment of women through providing quality education to them and initiating measures for the promotion of and gender equity. The students are free to meet their Teacher-Guardian to share and discuss their problems. Students' health and wellbeing issues are taken care of by the college. Plantation, Rain Water harvesting, Ban on Plastic, Utilize the water from RO filter plants, Awareness programme , Rally, Workshop, Lecture, Poster & Slogan Green initiative Policy. Women's Day is celebrated in the college and many events are organized throughout the year. Anti Sexual Harassment of Women Cell and Counselling Cells and Discipline Committee are also available for the moral and emotional support of the students. The college has sanitary pad vending machine as well as incinerator machine dedicated to the girl students and the female staff members.

File Description	Documents
Annual gender sensitization action plan	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1NDg=&InstId=NDM2
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1NDY=&InstId=NDM2

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management:

The institute has taken many initiatives towards waste management. Office head manages Swachhta Karmi who take care of the disposal of the waste. Dustbins are kept around the campus to collect the waste which is processed. All the dry leaves and flowers are dumped properly. This as a result helps in keeping the environment healthy and clean.

Liquid waste management:

RO filter water is utilized in the garden. Sewage system is effectively functioning in the college. The liquid waste is safely managed with care. One Rain Water Harvesting Dump has been constructed in the college which help in raising the ground water level. Trees have also been planted to use waste water and keep the campus green also helping in raising the ground water level.

E Waste Management:

The electronic wastes produced in the college are stored at a separate place dedicated for the storage of the equipments out of service.

Waste recycling system:

College organizes various activities to teach how to manage e waste and recycle waste material and make it useful.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.mphighereducation.nic.in/InstitutePortal/Public/Document_Details.aspx?id=MTA1NTA=&InstId=NDM2
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution	B. Any 3 of the above

system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	**No File Uploaded**

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 200 words).

The college has always been at the forefront of sensitizing the students to the cultural, regional, linguistic, communal and socioeconomic diversities of the state and nation with the guidelines of the M.P. Government. Govt. J.M.C. Girls College, Mandla, M.P. being affiliated to Rani Durgavati University, Jabalpur has been approved and regulated by the University. All the programs are organized as per rules. Also, students of all religions are encouraged to participate in this. The college believes in an inclusive and normal whole society. It always encourages students to participate in various programs organized at the college level, district level and university level to sensitize the students to cultural, regional linguistic, communal and socio-economic diversities with regard to providing an inclusive environment. The objective of the program is to strengthen the unity and integrity of India and also to make people aware about the importance of communal harmony, national unity and fraternity. NSS organizes special camps in the village

for the volunteers. These camps are aimed at inculcating various social issues affecting the lives of the people of the community like social and cultural values among young students. NSS Volunteers mainly undertake awareness activities with respect to social issues.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The constitution of any country is based on its values and ideals. This is clearly reflected in the constitution of our country. Only ideal citizens can build a great state. Education is the first condition of ideal citizenship. Our constitution has been a collection of rules and laws based on those values and ideals which make us realize the duties towards society and nation. Various activities are conducted in our college to make the student a sensible/aware of their responsibilities towards their family society and nation. They are provided with the rights and duties mentioned in the constitution as well as information or awareness related to freedom, equality and justice and their all round development through organizing various activities. Qualities and values can be developed in the students like hardworking, honesty, dutifulness, tolerance, forgivingness, selfless service so that they emerge as a better citizen. Develop the spirit of equal fraternity by maintaining the unity and integrity of the country. Taking a scientific approach to develop students' knowledge by increasing these qualities in them. By developing these virtues in them, students could be able to adopt a human approach towards the world.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

1. College celebrates important days of national importance such as Independence Day, Republic day, Swami Vivekanand Jayanti to inculcate patriotism and nationalism among students and staff.

2. Assassination of Gandhi ji on Martyr's day 30th January, a two minute silence in memory of Indian martyrs is observed by the institution at 10 am.

3. Gandhi Jayanti is celebrated on 2nd October with the theme of Health and Hygiene.

4. To create awareness regarding Environment Consciousness amongst students, faculty and staff World Environment Day, Earth Day Save Earth, Save Life, World Water Day are celebrated every year.

5. Hindi Diwas, Teacher's Day, International Yoga day, International Youth Day are celebrated every year.

6. Madhya Pradesh Establishment Day is celebrated on 1st November.

7. International Women's Day is celebrated to highlight the achievements of women and to accelerate the issues of gender discrimination with the aim to aware students about their rights and duties.

8. NSS Day is celebrated on 24th September.

9. During Annual Day and 'Sports Day' cultural activities and prize distribution ceremony is done.

10. Various festivals are celebrated in the college campus such as Durga Pooja and Saraswati Puja.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

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.

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.

Practice:

Programmes informing nutritious food, importance of vitamins and minerals is also decimated.

Evidence of Success:

NSS arranges programmes targeting the health and well-being of students.

Problems Encountered and Resources Required:

There are some problems encountered by the college as far as implementation of health policy is concerned.

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. Context:

It is extremely important for everyone to conserve natural and man-made heritage including biological diversity of ecosystems.

Practice:

To keep healthy flourishing environment students of the college are constantly motivated. Evidence of Success:

In the syllabus at UG level compulsory paper on Environmental Awareness imparts knowledge to students regarding environmental issues.

Problems encountered and resources required:

Ignorance is one of the major problem encountered by the college.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 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.

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.

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'.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Conducting activities to improve the creative skills of students and provide a platform to display their creativity.
2. Initiatives for an eco friendly learning space.
3. Conducting programmes to encourage and support students to start their own business ventures.
4. To further strengthen the ICT.
5. To have more industry academic interface so that there is more corporate participation in academics.
6. Conducting student focused academic and skills development activities.
7. To organise value-added certificate courses for the students.
8. To organise administrative and professional development programmes for the teaching and non-teaching staff.
9. To make all the stakeholders aware of the "Importance of Environment" as well as "Health and Well-Being" which have been depicted as the best practices of the institution.