



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	GOVERNMENT COLLEGE BICHHUA, CHHINDWARA
Name of the head of the Institution	Dr. Rajendra Prasad Yadav
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07162299108
Mobile no.	9425425968
Registered Email	hegcbicchh@mp.gov.in
Alternate Email	yadavrp2007@yahoo.co.in
Address	GOVERNMENT COLLEGE BICHHUA, CHHINDWARA, MADHYA PRADESH
City/Town	Bichhua
State/UT	Madhya Pradesh
Pincode	480111

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Pooja Tiwari
Phone no/Alternate Phone no.	07162299108
Mobile no.	7974688373
Registered Email	hegcbicchh@mp.gov.in
Alternate Email	tiwaripooja494@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/gdcbichhua
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/gdc bichhua

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.07	2017	09-Jun-2017	08-Jun-2022

6. Date of Establishment of IQAC	23-Aug-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
PowerPoint Presentation	24-May-2019	50

on Revised NAAC Assessment and Accreditation Parameters	1	
Training on Note-sheet Writing and Drafting for administrative improvement	09-Oct-2018 1	45
Plantation with tree guard	17-Jul-2018 7	80

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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
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines: Yes

Upload latest notification of formation of IQAC [View Link](#)

10. Number of IQAC meetings held during the year : 4

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 Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes

If yes, mention the amount 0

Year 2021

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

- Organization of Alumni Meet (24/01/2019)
- Pt. Kunjilal Dubey Parliamentary Workshop and Youth Parliament (31/01/2019)
- Lecture Series and Painting Competition on International Women Day (08/03/2019)
- College Discipline

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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
IQAC will be reorganized	IQAC has been reorganized on 15/04/2019 as per NAAC Guidelines which contributed towards internal efficiency and effectiveness of the working of IQAC.
Women Cell and Human Rights Cell will be reorganized	Women Cell and Human Rights Cell have been reorganized on 13/11/2018
Career Guidance Annual Calendar of the College will be made	Career Guidance Annual Calendar of the College has been made and enforced on 25/09/2018 which contributed towards making students aware of Employment Opportunities in various sectors.
Career Guidance Committee will be constituted and a Workshop on Personality Development, Communication Skill and Employment will be organized by Swami Vivekanand Career Guidance Cell	Career Guidance Committee has been constituted on 20/10/2018 and a Workshop on Personality Development, Communication Skill and Employment has been organized by Swami Vivekanand Career Guidance Cell on 14/05/2019
Training on Note-sheet Writing and Drafting for Administrative Improvement will be organized by IQAC	Training on Note-sheet Writing and Drafting for Administrative Improvement has been organized by IQAC on 09/10/2018 in which all Teaching and Non-Teaching Staff of the College participated. It contributed towards capacity building of the Faculties and Staff and enhanced their Administrative Efficiency and Effectiveness in performance of Office Work thereby enhancing the overall efficiency of the college administration.
Workshop on Revised NAAC Assessment and Accreditation Parameters will be organized by IQAC	One Day Workshop on Revised NAAC Assessment and Accreditation Parameters has been organized by IQAC on 24/05/2019 in which 37 faculties of the college gained knowledge of Revised NAAC Assessment and Accreditation Parameters
Yuwa Sansad (Youth Parliament) will be organized	Pt. Kunjilal Dubey Parliamentary Workshop and Youth Parliament (31/01/2019) has been organized by Political Science Department which contributed in Political awareness of students
International Womens day will be	International Womens day has been

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	0	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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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
BSc	Biology/Maths	60
BA	Arts	30
BCom	Commerce	5
MA	Arts	20
MSc	Botany/Chemistry	25
MCom	Commerce	5
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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 college has a Feedback System in which Feedback is collected from all students, alumni and parents. Feedback covers various areas such as curriculum, teaching-learning, admission process, library, personality development. The

Feedback Form is collected at the end of every semester/year. The feedback form incorporates depth of knowledge of the subject, teaching skills of teachers, sincerity, commitment syllabus coverage, and ability to command and control the class, online admission process, availability of books of various subjects, overall development student personality. The information collected through feedback is analyzed by the HODs of various departments. In the analysis the HODs compare the data collected in the current year with those of the previous year. If any deficiency is noticed, it is brought to the notice of Principal. The principal suggests necessary steps for improvement. The Feedback findings are communicated to the respective HODs and faculties for necessary improvement. Faculty members are appraised by the principal in respect of syllabus completion, teaching, library, sports facilities and support towards the betterment of students. Based on feedback form, various stakeholders such as students, alumni and parents are also invited to give their suggestions and further improvements are made as per the Feedback and Suggestions received from various stakeholders.

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
No Data Entered/Not Applicable !!!				
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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	1906	115	1	0	3

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
25	25	71	7	7	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring is a support service available to all the students in college. In this college students are grouped and assigned to the care of future members for mentoring. The faculty plays a role of an adviser to maintain a personal development relationship with the mentee and involves in good communication and psychological support relevant to teaching learning career and professional development. The faculty helps the students to develop as whole person to expand and realize potentialities, skill development with support and guidance. In this college, this process being from the day when the student takes admission. A register has been maintained

to maintain the development of the students by the concerned teacher. This provides academic growth and progress of the students and timely suggestions are invited from parents and students and suggests ways in which parent can be more supportive.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1906	4	1:477

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
33	4	29	0	3

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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the instructions of the M.P. Higher Education Department, continuous internal evaluation is done by concerned faculty of respective departments. On the basis of periodic internal assessment marks are given. At the start of academic session, specific number of hours are assigned to each subject internal tests, project reports are scheduled. It also includes orientation for the newly admitted students. Records of all these activities are maintained department-wise.

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

Academic calendar prepared by the M.P. Higher education Department, Bhopal is followed. It includes number of teaching days, vacations and schedule of examinations.

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/gdcbichhua>

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
No Data Entered/Not Applicable !!!					
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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/gdcbichhua>

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
Nil	0	Nil	Nil	Nil
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil		

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	Nil	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	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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
0	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)
International	Sociology	6	0
No file uploaded.			

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
Economics (Book)	1
Sociology (Book Chapter)	3
Geography (Book)	3
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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	Nil	Nil	Nil	Nil
No file uploaded.						

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	Nil	Nil	Nil	Nil
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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	1	4	0	0
Presented papers	0	4	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
Cleaning of College Campus	NSS Unit of College	8	50
Cleaning of village Sambharboh	NSS Unit of College	10	70
AIDS Awareness	NSS Unit of	10	60

Rally	College		
NSS Camp	NSS Unit of College	11	65
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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
Nil	Nil	Nil	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NCC	Cleaning Campus	20	150
Swachh Bharat	NSS	Cleaning Village Bichhua	9	100
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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
Nil	Nil	Nil	Nil
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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
Nil	Nil	Nil	Nil	Nil	Nil
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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
NIIT Foundation, District Learning Center , Chhindwara	10/10/2018	Project Work, Training for use of machines, Application of Computer in Product Making, Process of	105

Manufacturing of Rubber , Bushes, Stoppers supplied to pharmaceuticals, Study of Chemicals used in process, Maintenance of Accounts, Entrepreneurship

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Classrooms with Wi-Fi OR LAN	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11083	550162	0	0	11083	550162
Reference Books	234	120394	0	0	234	120394
Journals	3	Nil	Nil	Nil	3	Nil

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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	Nil
No file uploaded.			

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	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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

10 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
0	0

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
111	111	13	13

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 funds are allocated by MP Higher Education Department, Government of M.P. The funds are given by the Government for basic needs and requirements of the college. At the same time college has Jan Bhagidari Samiti (JBS) which also financially assists. Fund is utilized to fulfill needs of college the fund is used as per store purchase rules of MP Govt. This Samiti helps college to fulfill needs of students facilities. This Samiti works as per MP higher education department, Bhopal directives. It supports to purchase sports material and equipment computers and funds for renovation of classrooms. This facility is being used for students and works as support system for their overall development. The college has five Laboratories in Physics, Chemistry, Zoology, Botany Geography Departments and are equipped with all necessary apparatus. The college has well organized Library, Sports Room Sports Gymnasium. The college has a functional IQAC with different cells committees within it like Women Cell, Human Rights Cell, Career Guidance, Personality Development Placement Cell, Academic Quality Upgradation Cell, Examination Quality Upgradation Cell, IT Cell, Media Publication Cell, Finance Accounts Cell, Administrative Management Cell, Student Grievance Redressal Cell etc. The college has various Standing Adhoc Committees also. The college has Smart

Class Rooms equipped with interactive board LCD projector. The College has other physical facilities such as Water Cooler, Fire Extinguisher, R.O., Library Software, Suggestion Box, Notice Board, Sanitizer, Inverter, Solar Power enabled Light system in the college campus.

<http://www.mphighereducation.nic.in/gdcbichhua>

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	Gaon ki Beti Yojna, Avas Yojna, Post Metric Scholarship	1491	12134000
Financial Support from Other Sources			
a) National	Minority Scholarship and Center Sector	17	Nil
b) International	Nil	Nil	Nil
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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 implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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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 passed in the comp. exam	Number of students placed
2018	Swami Vivekanand Career Guidance Scheme-Banking	159	159	72	16
2018	Employment related information to students	393	393	0	Nil
2018	Career Guidance Seminar-30-10-2018	99	99	Nil	Nil

2018	Financial Management Net Banking- 14-12-2018	140	140	Null	Null
2019	Importance of Career Planning in Life and its various aspects	22	22	Null	Null
2019	Motivational Speech: Subject/Faculty wise- Such as Computer Tally and Marketing and their enrollment as Career Volunteers	257	257	Null	Null
2019	Enrollment of students as Career Volunteers	29	29	Null	Null
2019	Career Guidance Seminar: Importance of academic subjects in competitive Exams- 19-09-2019	296	296	Null	Null
2019	Short term employment oriented training for students: Personality Development and Soft Skills- 30-12-2019 to 01-02-2020	152	152	74	24
2019	Seminar: How to prepare for Interview of Competitive Exams- 26-11-2019	31	31	Null	Null

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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		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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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	Department graduated from	Name of institution joined	Name of programme admitted to
2018	2	BA	Commerce	Government College Bichhua	MA Commerce
2018	2	BA	Arts	Government College Bichhua	MA English
2018	5	BA	Arts	Government College Bichhua	MA Geography
2018	0	BA	Arts	Government College Bichhua	MA Pol. Science
2018	4	BA	Arts	Government College Bichhua	MA Sociology
2018	5	BA	Arts	Government College Bichhua	MA Hindi
2018	0	BA	Arts	Government College Bichhua	MA Economics

[View File](#)

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

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0

GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabaddi Men and Women	District	22
Kho-Kho Men and Women	District	24
Kho-Kho Men and Women	Division	5
Volleyball Men	District	12
Volleyball Men	Division	2
Cricket	District	3
Group Dance (Sneh Sammelan)	College Leve	25
Single Dance (Sneh Sammelan)	College Level	6
Running (Sneh Sammelan)	College Leve	20
Rangoli, Hair Style, Mehandi, etc	College Level	30
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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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is a system of representation and participation of students in Student Council and other Academic Administrative Bodies committees of the college. The institute has participation of students alumni in Academic Research Councils and decision making process. The active participation of students is ensured through the student Council which presents issue of students to the principal and principle resolves the issues accordingly. The matters related to welfare of the students are put before the Students Council to ensure avail better facilities to them.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

255

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

One meeting Date: 15/01/2020 Ex-student gathering: 24/01/2019

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)

There is a decentralized system of division of responsibilities. The Principal forms the various committees for decentralized management. The work is divided among various committees and cells of the college to facilitate decentralized and participatory management. Secondly, there is a system of representation of various stakeholders in academic and research bodies. Besides this, there is participation of industry representatives local representatives in administrative bodies Internal Quality Assurance Cell of the college.

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	? Curriculum development: MP higher education department decides the curriculum. Faculties follow this curriculum. The college organizes various seminar, workshop on topics of curriculum.
Teaching and Learning	? Teaching and Learning: the college sustains quality in teaching and learning, identifies areas where quality has to improve. The college library has vast resources for reading references and competitive testing. Well equipped laboratories, computer lab, web resources, excursions and project work for supporting better teaching and learning.
Examination and Evaluation	? Examination and evaluation: as per MP higher education and university calendar the examinations takes place. CCE, project, viva, practical exams and evaluation take place on internal and

	external basis. Students are motivated to prepare assignment to improve their performance in exam and to enable them to score maximum internal assessment marks.
Research and Development	? Research and development: the college makes sustained efforts to develop and enhances research culture among faculty members and students and to bring research to bear upon both teaching and learning. The PG class students are motivated to impart in research seminars and present their papers and to get them published in journals.
Library, ICT and Physical Infrastructure / Instrumentation	? Library, ICT and physical infrastructure: infrastructure and other amenities are available in the college. Green board LCD, CCTV, playground, gym, 7 departments with ICT facilities, one smart classroom and library automation is under progress. All construction works are being done by public works department.
Human Resource Management	? Human resource management: HRM functions at different levels in the college. Principal takes regular meeting with HOD, faculty members and staff. The IQAC initiates the action plan for quality formation and implementation. Guest faculty and Janbhagidari lecturers also take part in all such meetings and helps to academic and administrative works.
Industry Interaction / Collaboration	? Industry interaction: the college is located in coal mines area. The college has interaction with industries for project work purpose and for placement of students. Swami Vivekanand carrier guidance cell organized job specific training and campus recruitment training program to make the students skillful.
Admission of Students	? Admission of students: The system of online admission is run by MP higher education department. This system ensures transparent and well coordinated admission system is in the college. Some initiatives for admission are College Chalo Abhiyan, helpdesk are determined by the college as per instructions of MP higher education department.

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

E-governance area	Details
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Planning and Development	Planning of New Courses and new infrastructure development started
Administration	The policy of Higher Education is decided by the Higher Authorities , i.e. Govt. Commissioner of Higher Education Department and is implemented at the College Level by the Principal. The Principal executes all Orders Instructions issued by the Higher Education Department at the college level.
Finance and Accounts	All payments related to Salary etc. are made by ONLINE mode through IFMIS System and both the Internal External Audit of Accounts are available.
Student Admission and Support	ONLINE System is available for Admission Scholarship for students
Examination	The Examination Process is completed through ONLINE mode. The Exam. Forms, Admit Card Time Table , Declaration of Results are done through MP ONLINE system

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
No Data Entered/Not Applicable !!!				
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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	Note sheet Writing and Drafting for administrative Improvement	Note sheet Writing and Drafting for administrative Improvement	09/10/2018	09/10/2018	4	25
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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
Orientation Programme	1	17/02/2020	07/03/2020	21
Orientation Programme	3	04/06/2020	07/07/2020	21
Faculty Development Programmes	1	25/05/2020	06/06/2020	14
Short Term Course	1	08/06/2020	13/06/2020	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Reimbursement	Medical Reimbursement	Scholarship

6.4 – Financial Management and Resource Mobilization

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

No, Both internal and Statutory audit done regularly by duly appointed CA and AGEMP Gwalior

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	0
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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	No	Null	Yes	IQAC
Administrative	No	Null	Yes	IQAC

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

The college has a Parent Teacher Association in which timely meeting, suggestions and feedback are invited from parent to avail better academic

environment to the student are Following are some initiatives in this regards
 1. Parent teacher meet on 24/01/2019 2. Discussion on various educational activities. 3. Discussion on problem and issues of parents and students solution to resolve their problems related to reach college, examination, library, sports, and personality development 4. parent has been requested to make compulsory presence in the parent teachers meet

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

1. Training for accountants by AEGMP Gwalior 2. Training for computer operator for scholarship 3. Training for procurement process for computer operator 4. Training on IFMIS

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

1. Renovation of Smart Class Rooms 2. Drinking Water Facilities

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

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
2018	Career Guidance Subject: Banking	20/08/2018	20/08/2018	20/08/2018	159
2018	Career Guidance: Employment Opportunities in Various Sectorss	25/09/2018	25/09/2018	25/09/2018	393
2018	Career Guidance: Collection of Date from Students as per their inclination for employment in various sectors Organization of Seminar for Employment Oriented Lectures	03/10/2018	03/10/2018	30/10/2018	334
2018	Career Guidance: Financial	14/12/2018	14/12/2018	14/12/2018	140

	Management and Net Banking				
2019	Career Guidance Subject: Importance of Career Planning in Life and its Various Dimensions	30/07/2019	30/07/2019	30/07/2019	22
2019	Motivational Speech (Faculty wise)	03/08/2019	03/08/2019	24/08/2019	254
2019	Seminar on Importance of Academic Subjects in the Preparation of Competitive Examination and Employment Opportunities	19/09/2019	19/09/2019	19/09/2019	296
2019	Motivational Speech to Students for becoming career volunteers	21/10/2019	21/10/2019	21/10/2019	60
2019	Seminar on How to prepare for Interview of Competitive Examinations	26/11/2019	26/11/2019	26/11/2019	31

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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
No Data Entered/Not Applicable !!!				

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

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	0
Any other similar facility	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	Nil	Nil	Nil	Nil	Nil
2019	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Guuve Namah	27/07/2018	27/07/2018	145
Jara Yaad Karo Kurbani Geet Gayan Pratಿಯogita	25/08/2018	25/08/2018	132
Ek Bharat Shresth Bharat Bhashan Pratಿಯogita	25/08/2018	25/08/2018	148
Naitik Mulya evm Shiksha Vyakhyan	11/09/2018	11/09/2018	153
Sankalp se Shiddi: Vyakhyan	24/09/2018	24/09/2018	138

Paryavan Chetana Vykhyan, Vriksharopan	06/10/2018	06/10/2018	137
Matdaan ke Mahatta aur Jagrukta hetu Rangoli Pratiyogita	26/10/2018	26/10/2018	157
Deep Se Deep Jale Vyakhyan	22/11/2018	22/11/2018	133
Swachh Raho aur Swasthy Raho	30/11/2018	30/11/2018	128
Bharat Ratn Atal Ji par Vykhyan	28/12/2018	28/12/2018	201
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. We have Planted trees in the college campus and around. 2. Proper collection waste material. 3. Proper disposal of waste 4. We are promoting paperless work. 5. Water harvesting management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Swachchhata Abhiyan conducted by NSS 2.Eco-friendly and Plastic Free Campus 3.Promoting digitalization in the office 4.Committee for the prevention of sexual harassment at work place 5. Organization of Conference, Seminar and workshops in college 6. Display of important information to all through posters 7. Use of Non-conventional sources of energy e.g. Solar Power, Solar Lighting in the College Campus 8. Plantation of Trees and Medicinal Plants 9. Save Electricity and Save Energy Drives 10. Use of IT and Software 11. Use of Software in Library 12. Student Help Desk for Grievance Redressal 13.Literary and Cultural Activities 14.Well equipped Computer Lab 15. Extension activities such as Health Awareness, Voter Awareness, Environmental Improvement 16. Botanical Garden

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/gdcbichhua>

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

The college has all the infrastructural facilities and staff to provide quality education to the students despite being located in the tribal belt. The college has best library facilities to support the students belonging to families having poor economic conditions. The admission process is completed through ONLINE mode the examination process is also completed through ONLINE mode. The college is providing quality education to all the students with the vision of their overall development. The Examination form, Admit Card, Result of Examination etc. are provided through ONLINE mode. The college has sports facilities for the students. The college has well equipped smart class rooms and learned faculties to provide quality education to students.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

A proposal to purchase new books as per new syllabus will be made. Proposal to organize Motivational Speech for the Students by Swami Vivekanand Career Guidance Cell of the college will be made. Proposal to organize seminar on Competitive Examination and Employment Opportunities will be made. Proposal to organize lectures on Computer Telly Marketing by Swami Vivekanand Career Guidance Cell of the college will be made. Proposal to organize Interview Training Program for Competitive Examinations by Swami Vivekanand Career Guidance Cell of the college will be made. Proposal to arrange Lab Equipments as per needs of the Science Students will be made. Proposal to purchase Book Case Almirah for the Library will be made. Proposal to organize National Seminar of various subjects will be made. A program on Human Rights Day on 10th December 2019 will be made. Parents Teacher Association(PTA) will be constituted. Annual Function will be organized . An Educational Tour Program will be organized. IQAC will be reorganized. IQAC Brochure for the Session 2019-20 will be made. An environment of teaching and learning will be created for all round development of students. Personality Development Activities will be organized for the students.