



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GOVT. MAHARAJA P.G. COLLEGE (AUTONOMOUS) CHHATARPUR
Name of the head of the Institution	Dr. Lakhan Lal Kori
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07682246508
Mobile no.	9425881060
Registered Email	hegmccha@mp.gov.in
Alternate Email	haricnayak@gmail.com
Address	NH-75 Panna Road Chhatarpur
City/Town	CHHATARPUR
State/UT	Madhya Pradesh
Pincode	471001

2. Institutional Status					
Autonomous Status (Provide date of Conformant of Autonomous Status)			02-Jun-1994		
Type of Institution			Co-education		
Location			Urban		
Financial Status			state		
Name of the IQAC co-ordinator/Director			Dr. R C Pathak		
Phone no/Alternate Phone no.			07682246622		
Mobile no.			9425342020		
Registered Email			hegmccha@mp.gov.in		
Alternate Email			naacmaharajacollege@gmail.com		
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)			http://maharajacollege.in/maharaja/AOAR_15-16.pdf		
4. Whether Academic Calendar prepared during the year			Yes		
if yes,whether it is uploaded in the institutional website: Weblink :			http://maharajacollege.in/maharaja/academic_1617.pdf		
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.31	2009	29-Jan-2009	28-Jan-2014
2	B	2.75	2016	19-Feb-2016	18-Feb-2021
6. Date of Establishment of IQAC			23-Jul-2009		
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
To acquaint the students with the contribution of our great freedom fighters, Independence Week was celebrated	09-Aug-2016 14	215
Essay writing competition was held on the topic of seventy years of Independent	22-Aug-2016 1	51
National Science Day was celebrated in collaboration with all science departments on the topic of	28-Feb-2017 5	430
Cleanliness drive was carried out in the campus including teachers and students	13-Aug-2016 15	78
Yoga Day was celebrated in the college campus	21-Jun-2016 1	115
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8. Provide the list of Special Status conferred 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 File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Anti ragging awareness program 2. Induction program for newly enrolled students 3. Lecture series conducted under personality development cell 4. Conduction of competitive classes for various examinations 5. Encouraging use of ICT for improving the quality of teaching learning process

[View File](#)

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
Extension activities	Annual camp was held at the village dadhari by NSS
Remedial couching classes	Remedial couching classes were arranged for slow learner students during the session
Plan for educational tours	Departments of Geography, Geology, Botany, Zoology and History visited places of academic importance.
Regular Academic Audit	Principal along with dean of faculty conducted regular academic audit to ensure completion of syllabus
Establishment of research promotion committee	Induction lectures on writing research articles by using LaTeX software

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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2016

Date of Submission

07-Apr-2017

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The following modules are currently operational 1. HR Management it takes care of employee category, designation,

employee details, generation of salary, generation of HRA salary, View all HRA salary, generation of DA salary, view all DA salary, increment in salary, view all employees salary, employee wise salary, annual income statement, view other amount, HRA detail, DA detail, set seniority, GPF passbook, add user, view user, delete students, delete examination fee, delete reimbursement fee, edit student, send sms, send sms (employees) 2. Student Fee type Master, Examination Fee Master, Section Master, Enrollment Master, Student Examination Fee, Student Fee Return, Section wise student fee details, Group wise student details, date wise student fee detail. 3. Store management Manage brand name, manage item, manage supplier, new purchase, allocate item, purchase report, allocate report, stock report. 4. Account Management System 5. Dispatch System

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BSc	C116	PCM	31/08/2016
BSc	C137	PMCS	31/08/2016
BSc	C076	BCG	31/08/2016
BSc	C078	BCM	31/08/2016
BSc	C085	BCZ	31/08/2016
BSc	C126	CACZ	31/08/2016
BSc	C172	PGM	31/08/2016
BSc	C112	CGZ	31/08/2016
BA	C028	Arts	31/08/2016
BCom	C32	Commerce	31/08/2016

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				

[View File](#)

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!		
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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
MA	Geography	30
MSc	Geology	21
MSc	Zoology	30
MSc	Botany	28
MA	History	35
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Feedback is obtained from students through questionnaire. The student is to tick mark against excellent, better, good and average. All the questioner are collected from the students and placed before the Internal Quality Assurance Cell. The cell goes through the individual questionnaire and sorts out all those which have been marked as average. To enhance the knowledge of all such Students who had marked average, extra classes are arranged with special emphasis on those topics which they found difficult.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA		640	1200	640
BSc		660	1150	660
BCom		320	529	320
MA		350	750	350
MSc		195	290	195
MCom		60	110	60

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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
2016	3932	982	38	16	54

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	Number of smart classrooms	E-resources and techniques used
54	25	8	8	2	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Tutor guardian system for every section is functional to provide solution to course related and personal issues. The system also helps the students to update them on current political, social, scientific and economic issues. The tutor guardians keep watch on the academic progress of all the students of every section. They also monitor on the attendance of the students and performance. The regular teachers have been engaged with the mentoring of each section of the class. At the beginning of the academic session a list of section wise tutor guardian is displayed on the notice board. An orientation program is organized for the fresher students at the beginning of the session. The students are made familiar with the working culture of the institute. They are also informed about various welfare schemes such as inspired scholarship sponsored by department of science and technology, Government of India, Central sector scholarship, Gaon ki beti, pratibha kiran scheme, vikramaditya scholarship, shyama prasad mukharji scholarship and SC, ST, OBC scholarship sponsored by government of madhya pradesh. College also has an independent cell known as Swami Vivekanand Career Guidance and Placement Cell to care for career of the students. It is responsible for holding of two days career fare in which college counselors guide to aspirants how to present them selves before the recruitment board of various firms and companies in the fare.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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4914	54	1 : 91
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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
85	54	31	0	48

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
2016	Dr. Bahadur Singh Parmar	Professor	Maharaja Chhatrasal Gaurav Samman Conferred by Virasat Mahotsav, Govt. of M.P.
2017	Dr. Bahadur Singh Parmar	Professor	Samman Patra Conferred by Jagran Sahitya sansthan Badamalehra
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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 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
134	4254	3.14

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)

no data

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
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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)

[no data](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

3.2.1 – 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
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

3

3.3 – Innovation Ecosystem

3.3.1 – 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
Role of Tourism Industry in Economy Development	Department of Commerce	03/03/2017
National Science Day Celebration	Department of Botany	28/02/2017
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3.3.2 – 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
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of
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Center			Start-up	up	Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Botany	4

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Botany	4
Commerce	3
Economics	5
English	1
Hindi	8
Sanskrit	1
Sociology	3
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – 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
No Data Entered/Not Applicable !!!						
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3.4.6 – 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
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	16	55	10	5
Presented papers	13	40	21	5
Resource persons	0	9	1	1
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
no data	no data	no data	0
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
no data	no data	no data	0	0
No file uploaded.				

3.6 – Extension Activities

3.6.1 – 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
Tree Plantation Drive	NCC unit	6	65
Cleanliness Week	NSS unit	17	90
Anti tobacco day	NSS unit	6	75
Hindi Week	Department of Hindi	5	90
AIDS Awareness	NSS unit	29	51
Independence day week	NCC unit	20	75
Annual Road Safety Day	NCC unit	5	55
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3.6.2 – 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
no data	no data	no data	0
No file uploaded.			

3.6.3 – 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	NSS	Cleanliness Awareness	15	65
Aids Awareness	NCC	Awareness rally with placard and poster	10	110
No file uploaded.				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student exchange	4	Academic Cell	3
No file uploaded.			

3.7.2 – 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
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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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
562.95	339.71

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Video Centre	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
soul	Partially	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	50432	9140964	450	82530	50882	9223494
Reference Books	55609	7106300	215	21600	55824	7127900
No file uploaded.						

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
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	90	50	20	18	0	9	23	15	8
Added	0	0	0	0	0	0	0	0	0
Total	90	50	20	18	0	9	23	15	8

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
no data	no data

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
107.65	10765986	76.47	7647958

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)

Laboratory The departments of physics, Chemistry, Geology, Botany and Zoology have well equipped laboratories. For cleanliness and upkeep of the equipment, lab attendants have been appointed in each department and lab technicians are entrusted with the responsibility of the management of the equipment and to assist the students if required. The students are divided into various groups to carry out the practical works on the days prefixed and intimated well in advance. Generally each group is given two days in continuity in a week for the lab work. Procurement of the equipment is done either through tender or GEM as per policy of the government. Library To make the system of library smooth and hassle free, it has been bifurcated into the central library and the departmental library. The central library caters books to the students of the undergraduate classes. It houses old as well as new books as per updated syllabi. It uses SOL software to manage the procedure of stacking and issuing of the books. One peon is assigned for the cleanliness of the rooms, stacks and bookshelves and one booklifter has also been employed. A librarian is responsible to monitor the whole process of the transaction of the books. A computer operator has also been attached to facilitate the work. The departmental libraries function as independent units to issue the books to the postgraduate students. A teacher of the department, for a period of two years, functions as an in charge of the library. He/she issues the books to the concerned students for a period specified. Grants for purchasing of books is provided by the State Government and the RUSA. The books dilapidated and torn are written off after the proper recommendation by the duly constituted Committee. There is also a reading room adjoining the library with current political and literary publications. There are also computers connected with the internet facility. Sports Complex The college has its own sports stadium, well maintained track and rooms for lodging for sports teams at the time of tournaments. It had a table tennis hall, badminton court and well equipped gymnasium. A peon is assigned to take care of the maintenance of the track, sports goods and equipment. A sweeper is responsible for the cleanliness of the basic utility services. At the time of district and state level sports events work force is hired to prepare track and to take care of other arrangements related to the sports activities. A sports committee is constituted to organise the sports events as per annual sports calendar issued by the state government. The sports officer along with professor in charge of each game selects and trains the students according to their interest in the game. Procurement of the sports goods and equipment is carried out through GEM. Computer, Class rooms and Other Facilities Each department had been provided with a computer system. There are two computer labs. Account section is fully automated. There are four projectors installed in the classrooms. Three sweepers and ten peons clean the campus and the classrooms.

<http://maharajacollege.in/maharaja/>

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
No Data Entered/Not Applicable !!!		
View File		

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
Personal Counselling	05/09/2017	120	Vevekanand Career guidance Cell
Yoga	12/01/2017	240	NCC NSS
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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
2017	Vevekanand Career Guidance	65	235	35	30
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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
10	10	15

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
LIC	21	6	ICICI Bank	50	2
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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
2017	2	Govt Maharaja College Chhatarpur	English	Dr. Hari Singh Gour University Sagar	M.A. English

2017	5	Govt Maharaja College Chhatarpur	Physics, Chemistry, Maths	Dr. Hari Singh Gour University Sagar	M.Sc. Physics
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
Civil Services	3
No file uploaded.	

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

Activity	Level	Number of Participants
Badminton sports	District Level	20
Field and track events	District Level	210
Youth Festival	State Level	160
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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
No Data Entered/Not Applicable !!!						
View File						

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

<p>Activity of student council Students council of college actively participates in the following activities: Organizing of cultural activities Awareness programme against tobacco, cancer, aids etc Participation in sports activities Awareness programs for freshers regarding students welfare schemes run by the college, state and central governments Tree Plantation drive in the campus Representation of students on academic administrative bodies/committees: One meritorious student in nominated in the board of studies of every departments who provides his/her valuable suggestions regarding updation and modification of curriculum of the concerned department. President of student council is ex officio member of administrative body of Janbhagidari samiti.</p>
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5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

no data

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)

1. Delegation of academic powers to the three faculty proctors of Art Commerce and Science. 2. An administrative officer has been appointed to take care of administrative issues. 3. Formation of anti ragging committee, grievances redressal cell, discipline committee and students welfare committee.

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
Admission of Students	Students are admitted through online line process on the basis of marks secured in the qualifying examination. The student is required to register him self on online epravesh portal and do choice filling for college and courses after that takes out hardcopy of registration form. He is expected to get his documents verified along with registration form at the help center. His merit will be generated online line and an allotment letter is issued online on the basis of his choice of college and course. With his allotment letter he is expected to approach to the concerned college to get admission link initiated. And after link initiation fees is to deposit his admission fee on online mode. The students who were enrolled in the previous year are automatically promoted to next higher class after payment of required admission fee on online mode.
Human Resource Management	There are 54 regular teachers and 30 guest faculty. Each department is administered by the head of that department. Each faculty has a proctor who is responsible to take care of academic issues. There is also an administrative officer to look after administrative issues. The ministerial staff consist of grade III and IV employees. The head clerk is

	responsible to monitor the role of grade III and IV employees. A tutor guardian is responsible to solve problems of students in each section of each class.
Library, ICT and Physical Infrastructure / Instrumentation	The college library contains quality books useful for students and faculty. Virtual lab facility is availed by students of department of Physics. Library contains a reading room and well stacked books in two storey building.
Research and Development	The college publishes research journal entitled Research Journal of Bundelkhand in quarterly mode. Motivation to faculty members to apply for minor research project to UGC and MAPCOST. Motivating students and faculty to attend national, state and local level seminars.
Curriculum Development	Under the autonomy scheme college is entitled to revise syllabus for every academic session. The head of all departments hold board of studies to upgrade curriculum of respective departments.
Teaching and Learning	Ebooks and ejournals and in addition to reference and text books are available in library and in NLIST resource centre. Teaching through ICT is done in most of PG departments. Learning through field visit, industrial visit, education tour and extension activities are carried out time to time as per academic calendar.
Examination and Evaluation	Semester system of examination, Continuous comprehensive evaluation, Project work assignment, holding of inter departmental seminars in PG classes. Modification of question papers under three sections: multiple choice, short answer and long answer type questions.

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

E-governance area	Details
Planning and Development	SMS system is being followed to impart necessary information to all stake holders. Setting up of virtual class through which lectures of renowned resource persons are delivered from virtual studio Bhopal.
Administration	Online leave requisition system. Notice display system for students Online messaging through sms for

	students.Generation of salary through online and online dispatch of salary slip and annual income certificate at email id of the person concerned.
Finance and Accounts	Partially computerized office and account section.
Student Admission and Support	Centralized online admission by state government through NIC web portal and admission fee is paid by the candidate through online payment gateway. After payment of fee the candidate becomes bonafide student of the college and he is issued an identity card with which he is entitled to avail library, sport, laboratory and other curricular and extracurricular facilities.
Examination	Online display of examination results on college website. Roll number of student is used as his id to view and download his marksheet.

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 !!!				
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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)
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!				
View File				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Child care leave, Study leave, GPF Advance	Child care leave, Study leave, GPF Advance	Poor Boys Fund, Freeship, free stationery and books for students of SC ST categories

6.4 – Financial Management and Resource Mobilization

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

Two faculty members one from mathematics department and one from commerce department are entrusted with the work of internal audit regularly. External audit is carried out by a chartered accountant.

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
no data	0	no data
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Committee consisting of senior professors
Administrative			Yes	Proctors along with administrative officer

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

Valuable suggestions for development of college Year wise program for faculty development Parent association provide feed back on over all development of college.

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

1. Computer awareness workshop to support staff to enable them to handle online admission and other computer related works. 2. A lecture on lab maintenance and cleanliness 3. A lecture on handling of ICT based equipment

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

No Data Entered/Not Applicable !!!

[View File](#)

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Quarterly vision document (Utkarsh)	15/10/2016	This document is published in october, January and April every year after the period of three months. It encompasses all the activities organized in college. It promotes human values by publishing the noble works like visiting old age home, helping to orphanage by the students and teachers.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

1. Use of polythene and plastic bags in the campus has been banned. 2. Dustbins have been placed in various places to prevent littering /trash 3. Plantation drive is carried out in the form of a festival called Hariyali Mahotsav from July to August. 4. Mechanism for solid waste disposal has been ensured. 5. Water harvesting system has been worked out to conserve rain water near bore well.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Maintenance of Teacher's Diary and Teaching Plan: Every teacher maintains a teachers diary and a teaching plan apart from the attendance register. The teacher's diary shows number of students present on a particular date in a particular paper or subject. The teaching plan encompasses the proposed lessons /topics to be taught in class during the forthcoming fifteen days. It is pasted on the notice board before two weeks to inform the students about their lessons to be taught.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://maharajacollege.in/alumini/tregistration.php>

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

Vision Statement: JYOTISHA BADHATE TAMAH (Light Eradicates Darkness). Empowering the young minds with knowledge to fight against the ignorance and vices obstructing progress and growth of the society and be competent to lead the nation in various fields. Inter Departmental Seminars: All the heads of

Arts, Science and Commerce faculties chalked out a feasible time table to organize a seminar on topics of common interest for the whole session. It was highly appreciated by the students as they got information/knowledge about the topics which were quiet complex for them and thus hard nut to crack. The students of science and arts acquainted themselves with the trading on National Stock Exchange and Bombay Stock Exchange organized by the department of commerce. The students of commerce and science got opportunity to know about the western philosophers, parliamentary form of democracy, and historical application to tourism, Indian and world literature etc. Similarly the students of commerce and arts were exposed to the rare plants, green house, basics of electronics, use of mathematics in construction of high rise buildings etc. Such seminars and interactive sessions widen thinking horizon of the students and pave the way for holistic development.

Provide the weblink of the institution

<http://maharajacollege.in/alumini/treqistration.php>

8.Future Plans of Actions for Next Academic Year

The college has prepared a detailed project report for construction of a new laboratory for Zoology Department that would be spacious enough to carry out lab work for almost 200 hundred students at one time slot. Skill enhancement courses are proposed to be introduced. Imparting hand on training to faculty members on E- content development. To establish biodiversity club to organize lectures, poster presentations to create awareness among the students of all disciplines for protection and conservation of flora and fauna of the earth. Introducing BCA course. Organize a multi-disciplinary national seminar on economic, social, political, cultural etc topics of present relevance. Arranging extra classes for state and central govt. competitive examinations. Renovation of auditorium with the financial assistance of public participation committee.