



Yearly Status Report - 2018-2019

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	naacmaharajacollege@gmail.com
Alternate Email	hegmccha@mp.gov.in
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. D. P. Shukla
Phone no/Alternate Phone no.	07682246508
Mobile no.	9425883013
Registered Email	naacmaharajacollege@gmail.com
Alternate Email	haricnayak@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://maharajacollege.in/maharaja/AQAR%202017-18.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_1819.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
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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	Date & Duration	Number of participants/ beneficiaries

IQAC		
Personality Development	16-Apr-2018 1	39
Know Your Cottage Industries	27-Apr-2018 1	49
Entrepreneurship Development	19-May-2018 1	97
Recruitment in Armed Services	29-Apr-2018 1	89
Setting up of Industries	20-Jun-2018 1	52
Career Opportunities in Science Stream	25-Jul-2018 1	49
Preparation for Bank Insurance Competition	29-Aug-2018 1	68
Preparation for Civil Services	09-Oct-2018 1	33
Preparation for NET/SET	16-Oct-2018 1	85
Information About Computer/Skill Development	27-Dec-2018 1	127
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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
RUSA	New Construction, Renovation	Directorate of RUSA	2018 1800	20000000
World Bank	New Construction and renovation	Directorate of world bank	2018 900	350000
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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	No

Upload the minutes of meeting and action taken report	No Files Uploaded !!!
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. Induction Program for newly enrolled students
2. Soft Skill Development program
3. Barrier Free Access for Divyang Jan
4. Lecture on Career Management and Career Counselling
5. Green Campus Clean Campus Campaign

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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
Weekly Seminars	Weekly seminars were organized by the departments for PG students. Every students was given a topic well in advanced to speak on a particular day of a week.
Student Feedback and Analysis	The feedback forms were given to the students and were obtained and each form was analyzed for further improvement.
Cleanliness Drive	The open land of the college was mapped and was divided into the land on which plantation is possible and the land that was uneven and not fit for plantation. Such land that was unfit for plantation was declared as clean zone and the land that was fit for plantation, at this land a massive plantation drive was carried out. It was declared as green zone.
Monitoring of Research Work	The research cell of the college continuously monitored and encouraged the faculty to contribute research articles to the reputed journals. Most of the faculty members were motivated to right research articles.

Internal Academic Audit	Smooth functioning of departments was ensured. The problems regarding course material and textbooks were solved.
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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	2019
Date of Submission	12-Mar-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description 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 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	20/08/2018
BSc	C137	PMCS	20/08/2018
BSc	C076	BCG	20/08/2018
BSc	C078	BCM	20/08/2018
BSc	C085	CACZ	20/08/2018
BSc	C126	CACZ	20/08/2018
BSc	C172	PGM	20/08/2018
BSc	C112	CGZ	20/08/2018
BA	C028	ARTS	20/08/2018
BCom	C032	COMMERCE	20/08/2018

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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
Nil	NIL	Nil	NIL	Nil

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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 College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	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 undertaken 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
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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
<p>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.</p>

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
MCom	NIL	80	240	80
MSc	NIL	215	520	205
MA	NIL	395	910	395
BA	NIL	990	1620	990
BSc	NIL	900	1440	839
BCom	NIL	385	580	381
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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	5710	1180	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
7391	54	1:137

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	Nil	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
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	C028	Year	Nil	Nil

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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
61	7102	0.85

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://maharajacollege.in/maharaja/locf.pdf>

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
C116	BSc	PCM	225	190	84
C126	BSc	C.Z.CA.	15	10	67
C078	BSc	BCM	25	23	92

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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

Yes

Name of the teacher getting seed money

Dr. H N Khare, Department of Zoology

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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
Nil	Nil	Nil	Nil	Nil

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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
Nil	0	00	0	0
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

2

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
Nil	Nil	Nil
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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
Nil	Nil	Nil	Nil	Nil
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3.3.3 – 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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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Botany	1

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)
National	Botany	2	0
National	Economics	5	0
International	Economics	1	0
National	English	1	0
International	English	2	0
National	Geology	3	0
National	Hindi	5	0
International	Hindi	2	0
National	Sociology	3	0
International	Zoology	1	0

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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
Philosophy	1
Hindi	6
Commerce	3
Botany	5
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Nil	Nil	0	Nil
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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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	47	32	8
Presented papers	8	47	30	8
Resource persons	7	21	25	8
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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)
Nil	Nil	Nil	Nil
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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
Nil	Nil	Nil	Nil	Nil
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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
Women Empowerment Day	NSS	21	205
Cleanliness Drive	NCC	2	150
Gender Sensitization Program	NSS	5	167
Yoga Day	NSS	31	127
No file uploaded.			

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	Nil
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
Gender Sensitization Program	NSS	Women empowerment	5	175
Swachh Bharat Abhiyan	NSS	Campus Cleanliness	15	115
Red Ribbon Club	NSS	Awareness Program to prevent Aids	5	250
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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
No Data	No Data	No Data	0
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
Nil	Nil	Nil	Nil	Nil	0
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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
Nil	Nil	Nil	Nil
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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
94254321	28881587

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
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	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	Partially	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	51210	5190675	610	91210	51820	5281885

Reference Books	56210	7162900	302	35550	56512	7198450
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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
No Data	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	90	4	90	4	4	9	23	100	0
Added	5	0	5	0	0	0	0	0	0
Total	95	4	95	4	4	9	23	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data	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
45.58	4558704	105.03	10502888

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.

Sorts 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
Financial Support from institution	Scholarship	2803	16177288
Financial Support from Other Sources			
a) National	Scholarship	2353	18219326
b) International	Nil	Nil	Nil

[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
International Youth Day	13/08/2018	435	NSS
Induction Program	06/08/2018	1610	IQAC

Plantation Drive	09/07/2018	232	NSS
Constitution Day	27/11/2018	305	Department of Political Science
Celebration of Ambedkar Jayanti	14/04/2018	515	Vevekanand Career Guidance Cell
National Science Day	28/02/2019	525	Faculty of physical Sciences
International Yoga Day	21/06/2018	251	Department of Sports
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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	Vevekanand Career Counselling Cell	450	278	215	215
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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
65	65	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	25	15	ICICI Bank	20	8
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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
2019	7	M.A.	Hindi	B U Bhopal	Ph.D.
2019	1	B.Sc.	Physics	BHU Banaras	M.A.
2019	5	B.A. and M.A.	English	Dr. Hari Singh Gour University	M.A. and Ph.D.

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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
SLET	3
NET	4
Civil Services	7
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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
Wrestling	Inter district	5
Badminton Inter division	Inter division	6
Ballibol	Inter district	11
Hockey	district	11
Debate competition	State level	2
Folk dance	Division	10
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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
2019	No Data	Null	Null	Null	Null	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)

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.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

105

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

15000

5.4.4 – Meetings/activities organized by Alumni Association :

An annual conference of alumni association was organized in the month of August 2018. Members shared their views regarding development of the college in all respects.

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 Arts, Commerce and Science. 2. An administrative officer have 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
Curriculum Development	Under the autonomy scheme college is entitled to revise syllabus every academic session. The head of all department hold board of studies to upgrade curriculum of respective departments.
Teaching and Learning	Ebooks and ejournals and also very good reference and text books are available in library and in NLIST resource centre. Teaching through ICT in most of PG departments. Learning through field visit, industrial visit, education tour and extension activities.
Examination and Evaluation	Semester system of Examination Continuous comprehensive evaluation Project work assignment Holding of inter departmental seminar in PG classes. Modification of question papers under three sections multiple choice, short answer and long answer type questions.
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 to attend national, state and local level seminars.
Library, ICT and Physical Infrastructure / Instrumentation	The college library equipped with e-library facilities and e-resources. Virtual lab facility availed by students of department of Physics. Library contains a reading room and well stacked books in two storey building.
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.
Admission of Students	Students are admitted through online process on the basis of marks secured in the qualifying examination. The student is required to register himself on online e-pravesh 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 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.

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. Internal audit system managed by the college through the expert three members team of Professors.
Student Admission and Support	Online admission and online payment gateway
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
2018	No Data	No Data	No Data	Nil
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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)
2018	No Data	No Data	Nil	Nil	Nil	Nil
No file uploaded.						

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	Nil	Nil	Nil	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

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, freship, 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	0
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6.4.3 – Total corpus fund generated

5250799

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	NIL	Yes	AAA Cell
Administrative	No	NIL	Yes	AAA Cell

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 equipments

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

1. One day workshop on English efficiency and communication 2. Publication of research journal 3. Extension of laboratories

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

Yes

b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Natinal Science Day Celebration	28/02/2019	28/02/2019	28/02/2019	170
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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
Woman empowerment (self defense training program)	03/01/2019	19/01/2019	65	75

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
Tree Plantation in the campus and waste management awareness rally.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Ramp/Rails	Yes	10
Rest Rooms	Yes	6
Scribes for examination	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	00	00	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
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Quarterly Vision Document	30/10/2019	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.
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of International Human Rights Day	11/12/2018	12/12/2018	75
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Installation of power saving LED lights in the campus 2. Plantation of trees and plants in the botanical garden 3. Waste disposal management system 4. Utilization of waste water for botanical garden 5. Polythene free campus
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2 Best Practices I-Title of the Practice Organizing of Competitive Classes Ii- Objectives/Intended Outcome/Principle Outcome (100 words) a-To acquaint the students about the nature of competitive examination b-To make the students aware of the stages of the competitive examination c-To inform the students about the question paper pattern. d-To acquaint the students about the sources of the required material e-To emphasize on the time management and stress redressal Iii-Context: It is a common fact that most of the students, hailing from the rural areas are not conscious about their career. They think about it only after graduation. Apart from the teaching of the traditional courses, it is necessary to impart knowledge about the competitive examinations that the students will face after their graduation or post-graduation. IV-The Practice: The Career and Counseling Cell holds many sessions of the fresher and the senior students to make them aware of the employment opportunities both in public and private sectors. The classes for the competitive examinations are held after the regular classes are over. The aspirants for Teachers Eligibility Test (TET) are enrolled in the department of the concerned subject. The department prepares its own time table and runs the classes accordingly. V- Evidence of Success: Quite impressive numbers of students have cleared TET and have been posted as lecturers and upper division teachers in School Education Department of Madhya Pradesh Government. VI -Problems Encountered and Resources Required: Some of the departments need digital projectors and multifunctional machines. Language lab is also needed. Best Practice-2 I-Title of the Practice: Waste Management Ii-Objectives/Intended Outcome/Principle Outcome a-To make the campus neat and clean b-To convert organic waste in to fertilizer and to dispose of inorganic waste in a proper place c-To inculcate the habit to put litter into dustbins d-To make the students aware of the importance of the use of electronic communication to reduce the use of paper e-To make the students

ecofriendly f-To inculcate the habit of hygiene Iii-Context: The focus is to associate the students with cleanliness of the campus. IV-The Practice: A collective program for Clean Campus Green Campus is conducted frequently .The participation of NSS volunteers and NCC cadets are ensured. V-Evidence of Success: The practice has yielded desired result. The students have started to take interest in cleanliness activities. They have created a WhatsApp group of volunteers to carry out such activities on their own. VI -Problems Encountered and Resources Required: Due to tight time table schedule of the faculty of Arts, Commerce and Science, it becomes difficult to mobilize the students of all the faculties and the turn out of the students is not as expected, across the faculty.

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/maharaja/images/Best%20Practices.pdf>

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

Govt. Maharaja College Chhatarpur is the only college in the state that has its own vast stadium for sports activities. It was constructed with the help of the local people, students and alumina. Since the college was short of necessary fund, the local residents and other stake holder of the city generously added contribution to the existing fund of the college. It contains a swimming pool, a gym hall, table tennis hall, badminton hall and open field for out door sports activities. A sports guest house having seven big halls with wash rooms has been added for the stay of sports team to participate in the district and state level tournaments. There are almost 20 shops auctioned to the bidder which fetch considerable amount of rent to the college. The college also holds national level sports events known as S.N. Banerjee Memorial Football Tournament in the name of the first principal of the college. This sports event ranks at the sixth place among the football tournaments held at the national level. The renowned football teams from the prestigious football clubs are invited to participate in the events.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

The auditorium was built in1986 to commemorate the centenary jubilee of the establishment of the college. Now it is not in good condition and needs renovation in the next academic session with the financial assistance of the Jan Bhagidari Samiti. A proposal for the construction of a concrete road to connect the main building with the Commerce Department is under process The existing Boys, Toilet in the library campus is also to be renovated in the coming session. On the academic field a seminar on science discipline in collaboration with the Madhya Pradesh Science and Technology, Bhopal is in the pipeline. The lead has been taken by the Department of Physics of the college. Under the initiative of the Initiative of the Internal Quality Assurance Cell a national level seminar on the Intellectual Property Rights is also to be hosted in the month of the February,2019. In the meeting of the IQAC,, it has been decided unanimously to set up a central laboratory with common equipment for all science subjects. The Academic Council of the college has proposed to introduce certificate courses in Communication Skills, Yoga and Journalism. In the meeting of the Staff Council, an initiative plan has been chalked out to work on the Green Campus Clean Campus Scheme to demarcate the land for plantation and where the plantation is not feasible to convert that patch of land into a clean zone. Making library fully

automated and providing free access to the students is to be realized in the days to come. Duly registration of the Alumni Association is to be sought by the Registrar of Madhya Pradesh Societies and online registration in the college website for the alumnus is to be facilitated..