

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Govt. Maharaja P.G. Autonomous College

1.2 Address Line 1

Police Line Road

Address Line 2

NH-75

City/Town

CHHATARPUR

State

MADHYA PRADESH

Pin Code

471001

Institution e-mail address

hegmccha@mp.gov.in

Contact Nos.

07682-246508, 246622

Name of the Head of the Institution:

Dr. smt. Snehlata Khare

Tel. No. with STD Code:

07682-246508 (O)

Mobile:

094243-44099

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.31	29/01/2009	2014
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2009-2010 Submitted to NAAC (DD/MM/YYYY)
- ii. AQAR 2010-11 Submitted to NAAC (DD/MM/YYYY)
- iii. AQAR 2011-12 Submitted to NAAC (DD/MM/YYYY)
- iv. AQAR 2012-13 Submitted to NAAC (DD/MM/YYYY) 29.10.2014

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	UGC		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	any other (<i>Specify</i>)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	Nil
2.4 No. of Management representatives	Nil
2.5 No. of Alumni	02
2.6 No. of any other stakeholder and Community representatives	-
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- IQAC conducts meetings with staff, seminars etc.
- Teaching quality improvements.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Submission of seminar proposal to UGC Infrastructural development	Maximum faculties submitted their seminar proposal to UGC Constructed microbiology lab

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate any other body

Provide the details of the action taken

The management organises meeting to decide many issues such as feedback from students, discussion on problems regarding research work, maintenance of the greenery in the campus etc.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-			
PG	16 - M.A. M.Com. M.Sc	-	-	-
UG	03 B.A. B.Sc B.Com	-	-	-
PG Diploma				
Advanced Diploma	-			
Diploma	-			
Certificate				
Others	Industrial - Microbiology, Computer Sc., Computer Application		03	
Total				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG- B.A., B.Com, B.Sc. PG -M.A., M.Com, M.Sc.
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus is revised by state govt, University and autonomous body.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	93	65	0	03	20+13

2.2 No. of permanent faculty with Ph.D. 52

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
* Guest Lecturer	65	12	-	-	03	13	-	-	68	25

Jan bhagidari 07

Jan bhagidari 07

2.4 No. of Guest and Visiting faculty and Temporary faculty 20 - 8

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	40	-
Presented papers	03	78	
Resource Persons		03	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

In addition to the traditional teaching methods, audio-visual teaching aids are provided to students. Study material are supplied to the students.

2.7 Total No. of actual teaching days During this academic year 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) It is initiated by autonomous body of the college, internal assessment, and GD

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 17 In Board of studies of college, all faculty members are involved in their respective departments

2.10 Average percentage of attendance of students 80%

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass
UG B.A B.Sc. B.com	4553	25%	47%	49%	N.A.	3299
PG M.A M.Sc. M.com	695	35%	69%	24%	N.A.	585

(Autonomous Record)

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

1- IQAC gives suggestions and guidelines and takes feed backs.

2-Encourages the college council to discuss important academic matters that deserve attention

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	05
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	1	1	-	-
Technical Staff	13	01	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Modernization of library to create ambience of research, organises workshops, seminars for stepping up quality.
- Encouraging the interdisciplinary research activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	-	02
Outlay in Rs. Lakhs	-	2,40,000	2,00000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	41	-
Non-Peer Review Journals	-	-	-
e-Journals	07	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	02	UGC	2,40,000	95,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences /seminor warkshop

Organized by the Institution

Level	International	National	State	University	College
Number	-	05	-	-	03
Sponsoring agencies	-	UGC	-	-	Jan bharidari

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Vocational guidance programmes-awareness campaign on polythene, Global warming.
- World hand wash day
- Women empowerment.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	24.85 acres	-	-	-
Class rooms	26	-		
Laboratories	10			
Seminar Halls	04	-	-	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

All the departments are provided with computers and internet facilities, Library is equipped with latest books, Journal, news magazines etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33486	NA	515	2,29,000	34001	NA
Reference Books	64079	NA	180	88,000	64259	NA
e-Books	-	-	-	-	-	-
Journals	523	NA	06	4,000	529	NA
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	80	01	BSNL	19	01	08	15	-
Added	10	01	-	-	01	02	-	-
Total	90	02	-	19	02	10	15	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- For Students of computer
- Communication & kills
- Developing with services.

4.6 Amount spent on maintenance in lakhs:

i) ICT	N.A.
ii) Campus Infrastructure and facilities	2,48,887=00
iii) Equipments	Nil
iv) Others	
Total:	2,48,887=00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC arranges any programmes for awareness amongst students. All the departments arranged programmes and the college authority IQAC advances its full support.

5.2 Efforts made by the institution for tracking the progression

- The college authority keeps records of all progress.
- The college authority arranges meeting all progressive aspects of college and future prospects of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4165	707	08	-

(b) No. of students outside the state

54

(c) No. of international students

-

Men	No	%	Women	No	%
	3912	60.40%		1909	39.59%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1567	503	14	1112	01	3196	1770	1239	61	1751	-	4821

Demand ratio UG -1.08 :01 PG 1.11: 01 Dropout 2 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Relevant books, Magazines, Journals are made available in the library. Extra classer are arranged to guide the Students.

No. of students beneficiaries

400

5.5 No. of students qualified in these examinations

NET	<input type="text" value="03"/>	SET/SLET	<input type="text" value="01"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

The college has formed a body of a career counselling cell.
It prepares students to appear for competitive exams and achieve success.
Students are properly guided by the skilled faculty.

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	20 Students

5.8 Details of gender sensitization programmes

1. College organised workshop-- Beti Hai to Kal Hai.
2. Workshop on mahila Apradha ki roktham.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

^v State/ University level National level International level

No. of students participated in cultural events

State level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	716	3590324=00
Financial support from other sources	2485	12420526=00
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Insufficient time to study all course and do all the related activities thoroughly, failure of the water cooler in summer created partial problems to the students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The institution especially emphasizes on:
1-Environment awareness
2-Communal harmony
3-Facilitating extracurricular, Co-Curricular activities and extension programmes.

6.2 Does the Institution has a management Information System

Yes, staff council and principal involved periodically in the managements meetings.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum is developed by the IQAC sends suggestions for improvement.

6.3.2 Teaching and Learning

Student are encouraged to use online services such as e-Journal, e-books and e-mails.

6.3.3 Examination and Evaluation

Different kinds of patterns of exams and evaluation techniques are adopted at college for quality improvement.

6.3.4 Research and Development

Teachers and students are encouraged to undertake research projects that are relevant to local, and national requirements.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Inclusion of more number of books, journals in the library.
Use of internet, separate reading room for faculty members.
New books and journals are added every year.

6.3.6 Human Resource Management

Organizing personality development, workshops, seminars, to enhance quality of teachers and students.

6.3.7 Faculty and Staff recruitment

Faculty and staff of the college are recruited as per UGC norms and state Govt. guidelines.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admission of students are made as per government Policy on merit basis, on line admission.

6.4 Welfare schemes for

Teaching	All Govt. schemes.
Non teaching	All Govt. schemes.
Students	Drinking water, Toilet, Sport facilities, NSS, NCC, Scholarships.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	IQAC
Administrative	Yes	Govt.	-	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ ^v Autonomous College for Examination Reforms?

The examination reforms were done according to the institutional policies based on curriculum teaching, learning and evaluation process.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

As per govt. rules.

6.11 Activities and support from the Alumni Association

The College has alumni association. This body gives suggestions from time to time for academic progress of the college.

6.12 Activities and support from the Parent – Teacher Association

Parents were encouraged to participate in awareness programmes organized by institution.

6.13 Development programmes for support staff

The college provide facilities for various research works, like teachers are encouraged to organize seminars, workshops, etc. Office staff are also deputed to different training programmes for their development in official skills.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Institution's initiatives are-drinking water facilities, tree plantation, cleanliness of campus, tobacco and smoke free, disposition of garbage manually.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Digital profile of the students is maintained as a pilot project from next year.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the Beginning of the year

An academic calendar is provided by state government, which is following by autonomous body that includes exam dates, dates routines are also provided.
E-library and reading room are under construction.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

Free internet to all the departments which can be used by faculty and students.

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

Environmental studies have been included in UG syllabus of II & IV sem.
NSS Volunteers always help in cleaning and making Green Campus.


7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

The institution conducted an internal SWOT analysis and identifies its strengths, weaknesses, opportunities and threats and is devising plans of future development accordingly.

8. Plans of institution for next year

- Establishment Digital language laboratory.
- To start new skill development courses, modification of college canteen, construction of new class rooms and computer lab etc.
- To introduce more interdisciplinary courses.

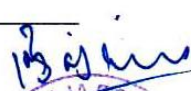

Name Dr. L.C. Chaurasia


Signature of the Coordinator, IQAC




Name Dr. L.L. Kori

प्राचार्य
शास. महाराजा स्वशासी महाविद्यालय
छतरपुर (म.प्र.)


Signature of the Chairperson, IQAC

