

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

AQAR for the year (for example 2013-14)

2016-17

I. Details of the Institution

1.1 Name of the Institution

J. H. Govt. P. G. College

1.2 Address Line 1

Civil Lines

Address Line 2

-

City/Town

Betul

State

Madhya Pradesh

Pin Code

460001

Institution e-mail address

hegjhpgcbet@mp.gov.in

Contact Nos.

07141 - 234244

Name of the Head of the Institution:

Dr. Satish Jain

Tel. No. with STD Code:

07141 - 231666

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

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	71.30	2007	5 Years
2	2 nd Cycle	B ⁺	2.67	2016	5 Years
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

1.8 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 2015-16 Submitted to NAAC on 31.1.2019
- ii. AQAR _____ - _____ (DD/MM/YYYY)
- iii. AQAR _____ - _____ (DD/MM/YYYY)
- iv. AQAR _____ - _____ (DD/MM/YYYY)

1.9 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 -

1.10 Type of Faculty/Programme

Arts √ Science √ Commerce √ Law √ PEI (Phys Edu) -

TEI (Edu) - Engineering - Health Science - Management -

Others (Specify)

-

1.11 Name of the Affiliating University (*for the Colleges*)

Barkatullah University, Bhopal

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="-"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="4"/>

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

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
<ul style="list-style-type: none"> Getting the institution assessed and accredited by NAAC. Meetings of IQAC with various stakeholders To take necessary steps for implementation of the recommendations of NAAC peer team (2nd cycle). Renovation of office building and commerce department. 	<ul style="list-style-type: none"> The Institution was assessed and accredited by NAAC & got B+ grade. Recommendations received during the meetings of IQAC with various stakeholders were implemented. Necessary steps were taken for the implementation of the recommendations of NAAC peer team (2nd cycle).

* 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 JBS

Provide the details of the action taken

AQAR was reviewed in JBS meeting. Decisions were taken to implement some of the recommendations of the NAAC Peer Team (Cycle -2)

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	6	-	-	6
PG	15	-	04	15
UG	11	-	7	11
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	32	-	11	32
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	26
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.

-

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

-

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
52	36	5	08	

2.2 No. of permanent faculty with Ph.D.

27

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
-	19	-	-	-	-	-	-	-	19

2.4 No. of Guest and Visiting faculty and Temporary faculty

19+ 20(JBS)	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	27	-
Presented papers	3	30	-
Resource Persons	-	-	-

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

- | |
|---|
| <ul style="list-style-type: none"> ICT enabled teaching. Various modes of Continuous Comprehensive Evaluation like role play, class room seminar, group discussion, power point presentation, surprise test were adopted. |
|---|

2.7 Total No. of actual teaching days 184

during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Assessed answer sheets of CCE were shown to the students.

2.9 No. of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 4 - -

2.10 Average percentage of attendance of students 78

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	220	3%	22%	46%	24%	95%
B.Sc (Math)	95	12%	76%	10%	-	98%
B.Sc (Bio)	103	10%	67%	20%	-	97%
B.Sc(Micro)	26	12%	88%	-	-	100%
B.Sc(Bio Tech)	22	10%	90%	-	-	100%
B.Sc(CS)	63	15%	82%	-	-	97%
B.Com (Plan)	96	10%	50%	34%	-	94%
B.Com(Com App)	109	10%	40%	50%	-	100%
B.Com (Tax)	31	6%	94%	-	-	100%
BBA	25	4%	96%	-	-	100%
BCA	29	3%	97%	-	-	100%
M.A. (Hindi)	22	-	68%	32%	-	100%
M.A. (Sanskrit)	25	-	55%	40%	-	95%
M.A. (Sociology)	25	-	8%	76%	-	84%
M.A. (Economics)	25	-	82%	18%	-	100%
M.A. (History)	19	-	5%	58%	37%	100%
M.A. (Geography)	25	-	60%	40%	-	100%
M.Sc (Maths)	35	14%	40%	30%	-	84%
M.Sc (Physics)	27	4%	66%	15%	-	85%
M.Sc (Chemistry)	20	5%	55%	40%	-	100%
M.Sc (Zoology)	23	4%	66%	9%	-	79%
M.Sc (Botany)	16	-	94%	-	-	94%
M.Sc (Microbio)	20	15%	55%	-	-	70%
M.A. (Political Sci.)	22	-	64%	36%	-	100%
M.A. (English)	13	-	31%	69%	-	100%

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

- IQAC works to build and ensure quality culture at the institution level. IQAC committee meets regularly and plans, guides and monitors teaching learning activities of the institution.
- IQAC regularly takes formal and informal feedback from students, parents, alumni and other stakeholders and analyses it to take necessary actions.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1
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	05	-	-	-
Technical Staff	24	04	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Encouraging faculty members to participate in national /international seminars/ conferences and present their research papers.
- Strict adherence to UGC Performance Based Appraisal System (PBAS) category-3 (Research and Academic Contribution).

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	22	-
Non-Peer Review Journals	1	2	7
e-Journals	1	4	-
Conference proceedings	-	1	-

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	-	-	-	-
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

3.19 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

- A seven days NSS residential camp was organised in village *Mathani* from 11.3.2017 to 17.3.2017.
- Various social awareness programmes were organised by the students of NSS on World Environment Day, Anti Tobacco Day, Human Rights Day, International Yoga Day, National Youth Day, Harmony Day, Gandhi Jayanti and NSS Day.

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	16.23 Acres	-	-	16.23 Acres
Class rooms	30	-	-	30
Laboratories	7	-	-	7
Seminar Halls	3	-	-	3
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

- Most the administrative work is computerized.
- Library is to be computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	70,128	4,98,00,000	-	-	70,128	4,98,00,000
Reference Books	9061	36,24,400	-	-	9061	36,24,400
e-Books	-	-	-	-	-	-
Journals	400	14000	-	-	400	14000
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	84	2	12	2	2	9	-	-
Added	18	-	-	-	-	-	-	-
Total	102	2	12	2	2	9	-	-

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

UGC Network Resource Centre provides internet facility to the students. All the departments have computers. Computer training is provided to the students through Career Counselling Cell of the institution.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.64051

ii) Campus Infrastructure and facilities

4.36762

iii) Equipments

-

iv) Others

1.17976

Total :

6.12689

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Information regarding various Student Support Services are displayed on notice boards. Committees are formed to provide Student Support Services. IQAC monitors the implementation of various student welfare schemes of MP Government.

5.2 Efforts made by the institution for tracking the progression

Career Counselling Cell along with various departments tracks the progression of students. Alumni Association, Parents- teachers Meet are also helpful in it.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3496	1053	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>2454</td><td>45.15</td></tr></table>	No	%	2454	45.15		<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>2495</td><td>54.85</td></tr></table>	No	%	2495	54.85
No	%										
2454	45.15										
No	%										
2495	54.85										
Men		Women									

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
350	800	1104	1970	29	4224	306	787	1173	2283	33	4549

Demand ratio 2:1

Dropout %-

7%

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

Workshops on ‘Computer Awareness’, ‘Employment Opportunities in Drawing and Painting’, ‘Mathematical Aptitude’ and ‘Preparation for MPPSC’ were organised by Career Counselling Cell of the institution.

No. of students beneficiaries

652

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- Group discussions, guest lectures, workshops and motivational lectures were arranged for developing job-oriented skills amongst the students.
- Two short- term job-oriented trainings of ‘Mecrum’ and and ‘Clay Modelling’ were provided to two hundred seventy five students through Swami Vivekananda Career Counselling Cell of the institution.
- A district level career fair was organised by Career Counselling Cell of the institution on 14th and 15th February 2017 wherein two hundred sixty-one students got jobs.

No. of students benefitted

2837

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
21	4019	261	03

5.8 Details of gender sensitization programmes

- ‘*Beti Bachao Abhiyan*’ was organised by the NSS unit.
- International Women’s Day was celebrated.
- Programmes on creating awareness about sexual harassment at work place were organised.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University 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	9	9000
Financial support from government	3580	4,02,82,971
Financial support from other sources	-	-
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:

- Additional computers were provided to the library.
- Wi-Fi facility was strengthened.
- Grievances regarding results were redressed by the semester cell.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To develop a technology-oriented society catering to the needs of surrounding communities. To produce ideal citizens of the country by developing in them human values and non-communal brotherhood. The mission of the institution is ‘Education for poor and all.’

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

The college adopts the curricula designed and developed by Barkatullah University, Bhopal. Some of the teachers participate in curriculum designing and curriculum review meetings as members of Board of Studies.

6.3.2 Teaching and Learning

Teaching learning process is made student centric by participative methods like group discussion, class room seminar, power point presentation by students. Most of the teachers use ICT in class room teaching.

6.3.3 Examination and Evaluation

Continuous Comprehensive Evaluation of the students is done. Class room teaching by students, power point presentation, role play and other methods are used for effective evaluation of the students. CCTV cameras are installed in examination halls.

6.3.4 Research and Development

Research methodology training in course work is provided prior to PhD registration.

Latest reference books were purchased and journals were subscribed.

6.3.5 Library, ICT and physical infrastructure / instrumentation

New library building with sufficient space is being constructed. Infrastructure is augmented according to the strength of students.

6.3.6 Human Resource Management

Various committees were made for effective human resource management.

6.3.7 Faculty and Staff recruitment

Permanent faculty is recruited through MPPSC according to the rules of UGC and state government. Administrative staff and technical staff is recruited according to the rules laid down by state government.

6.3.8 Industry Interaction / Collaboration

Industrial tours were arranged for the students of some of the departments.

6.3.9 Admission of Students

Students are admitted to all the courses through centralized online admission process as per the directives of the state government.

6.4 Welfare schemes for

Teaching	Study leave, duty leave, medical reimbursement
Non teaching	Festival advance, grain advance, uniform
Students	Fee concession, insurance, mobiles and various scholarships of state government. Free of cost books and stationery to the students belonging to SC/ST category.

6.5 Total corpus fund generated

55, 69, 211

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	No	-	No	-
Administrative	Yes	CA	Yes	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

Meetings of Alumni Association are conducted twice in a year. They provide career guidance to the students. Some of them are invited for guest lectures as well.

6.12 Activities and support from the Parent – Teacher Association

Parents–teachers Association meet is organised every year. Feedback on various aspects is taken from them. Suggestions provided by them are implemented.

6.13 Development programmes for support staff

Support staff is encouraged to get training in their respective areas.

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

Tree plantation and cleaning of college premises was done periodically as part of ‘ *Swachhh Bharat Abhiyan*’. Creation of botanic garden, rainwater harvesting and paperless work were measures taken to make the campus eco- friendly.

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.

CCTV cameras were installed to improve the efficiency of the administration.

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

- Meetings of IQAC were held with various stakeholders
- Quality improvement strategies were made and implemented.
- Website of the institution was updated.
- Office building and commerce department were renovated.

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

- Language and Culture Laboratory
- College Amenities for Public Service

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

7.4 Contribution to environmental awareness / protection

Environmental awareness is promoted through tree plantation, roof water harvesting, energy conservation and hazardous waste management.

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 is catering to educational needs of rural and tribal students with poor socio- economic background. Fulfilment of the vision and mission of the institution can be perceived in highly placed and influential alumni.

8. Plans of institution for next year

- To restart and activate canteen facility with price subsidy.
- To create strong Institution- Industry Interface and MOU with institutional, industrial and government agencies.

Name: *Dr. R. K. Tiwari.*

Name: *Dr. K.R. Magarde*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

