



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Mata Jijabai Government P.G.Girls College Indore
• Name of the Head of the institution	Dr. Shree Dwivedi
• Designation	Incharge Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	07312366587
• Alternate phone No.	0731 2366121
• Mobile No. (Principal)	+91 98261 61009
• Registered e-mail ID (Principal)	ggpgcind@gmail.com
• Address	Moti Tabela
• City/Town	Indore
• State/UT	Madhya Pradesh
• Pin Code	452007
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	17/02/2022
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. Kushal Jain				
• Phone No.	0731-4970223				
• Mobile No:	8319859085				
• IQAC e-mail ID	ggpgcind@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.ggpgc.in/				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.ggpgc.in/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.59	2014	Nil	Nil
6.Date of Establishment of IQAC			01/07/2011		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year	17				
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken	Yes				

uploaded on the institutional website?		
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
If yes, mention the amount		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Academic and administrative Audit completed successfully and SSR submission during the year by IQAC. 2. E-Short term course for on line teaching. Green audit , environment audit , 3. Workshop -5 and 14 webinar organized. 4. 14 Webinar and 9 National Level Workshop has been conducted successfully 5. -E-Resources Generated		
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes
The committee unanimously resolved to create an E-repository of learning resources for both UG and PG courses and learning material available to students residing in remote areas	E-Resources Generated
All the faculty members are to submit their updated academic profile on or before 31.09.2020. A request has been made by the Principal in this regard	80% Staff submitted their updated academic profile
Admission in the new academic session is to be conducted online	Admissions conducted online
Seven days e-workshop/webinar on	Online teaching Learning Aids
2. The departmental inputs and academic audits for the session 2020-21 is to be submitted by all the departments on or before .31 may 2021 . Dr. Kushal Jain is entrusted with the Academic Audits Completed 2/9/2020 responsibility of preparing the layout of the input/audit.	academic audit completed successfully
13. Was the AQAR placed before the statutory body?	Yes
Name of the statutory body	
Name of the statutory body	Date of meeting(s)
Staff Council	28/07/2021
14. Was the institutional data submitted to AISHE ?	Yes
Year	

Year	Date of Submission
01/07/2020	31/01/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	

Extended Profile

1.Programme

1.1 **44**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **9719**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **2541**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **8256**

Number of students who appeared for the examinations conducted
by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **583**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **142**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 **44**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 **9719**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **2541**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **8256**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **583**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **142**

Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	142
Number of sanctioned posts for the year:	
4.Institution	
4.1	4750
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	50
Total number of Classrooms and Seminar halls	
4.3	150
Total number of computers on campus for academic purposes	
4.4	139.22681
Total expenditure, excluding salary, during the year (INR in Lakhs):	
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Design and Development	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
Mata Jijabai Govt. Post Graduate Girls College, Indore, has always catered to the developmental needs of women. A wide array of programmes, ranging from conventional to modern, is offered in Science, Arts, Commerce and Home Science. The curricula of all the programmes provide holistic education reflecting the institution's vision of academic excellence and women empowerment. The curricula combine academic excellence, spiritual vitality and social and ethical values. The programme	

outcomes, programme specific outcomes and course outcomes have been framed in accordance with the local, regional, national and global needs. They are aimed at equipping the students with a critical and imaginative thinking, effective oral and written communication skills and ability to use ICT to meet the needs of a complex global society. They instill a scientific temper with orientation towards application where required. They provide a professional edge to the students enhancing their employability.

The courses offered in post graduate programmes in science- M.Sc. Biochemistry, Botany, Chemistry, Computer Science, Physics and Zoology along with the M.HSc Food and Nutrition, Human Development and Resource Management instill a scientific temper and promote practical application of their learning. All the courses aim to satisfy global developmental needs. The students have employed these global skills to satisfy the regional and local needs.

The courses offered in M.A Economics, English Literature, Geography, Hindi Literature History, Philosophy, Political Science, Sociology and Urdu Literature enable the students to relate with the society at local, regional, national and global levels simultaneously.

The courses in M.A Music Instrumental and Vocal not only nurture the creativity of the students but help them understand and relate with the national heritage.

The courses in M.Com help the students understand the market trends at local, regional, national and global level.

Thus Programme Outcomes of our institute consist in moulding graduates having following qualities -

- Intellectually Competent

They will have a strong knowledge base in their core field, be committed to excellence in their core field and have lifelong thirst for knowledge.

- Morally Upright

They will manifest a personal conviction that justice and peace are the foundations of societal living and be led by their inner voice.

- Socially Committed

Our graduates will manifest concern for human values and ecological conditions, be committed to social justice and the dignity of all sections of society, especially the underprivileged.

- Spiritually Inspired

They will be led by personal and professional standards of ethics with a commitment to integrity and honesty,

- Civically Responsible

As responsible members of social and professional communities they will promote democratic values and peaceful living in a multifaceted society, with courage of conviction.

Our Programme Specific Outcomes are evidences for the above attributes in our graduates in the form of the following skills

- Knowledge Acquisition Skills
- Societal Skills
- Communication Skills

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.ggp gc.in/2021/po,ps o%20co.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

00

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

00

File Description	Documents
Curriculum / Syllabus of such courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

21

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Mata Jijabai Govt. PG Girls College, Indore, one of the three

oldest Girls' colleges of the state of Madhya Pradesh, has always catered to the developmental needs of women, since its inception. The institution is aware of the role of experiential learning in nurturing responsible citizens of the society. Preaching, that is traditional classroom teaching alone is not sufficient; hence Human Values are imbibed in every aspect of the campus life.

Students residing harmoniously in hostel depict a picture of "Unity in Diversity" as the hostel accommodates girls from different regions, of different cultures, languages and religion.

NCC, Nss, Red Cross and Blind Cell of the college foster human values through promotion of cleanliness, environmental protection, plantation, conservation of energy and such other activities.

National festivals and national days are observed with full fervor.

.The college since its inception is conscious of its role as an educational institution for women and has been discharging its responsibilities on this account by preparing women to assume leadership roles in all walks of life. Girls not only become educationally sound but develop creativity as they pursue programmes/ courses in classical music and dance. These programmes/ courses are further supported by the various activities of career guidance cell. Practical education component makes students skillful. Involvement in various activities of sports makes students courageous all these components lie in the universe of moral education which emanates from rich campus culture

As a Govt. institution, the college follows syllabi as framed by the Central Board of Studies, Bhopal in accordance with the UGC guidelines, hence cross cutting issues are a part of the syllabi.

Professional Ethics: Courses in Languages inculcate professional qualities in students as they are compulsory component of all UG programmes. Domain specific professional qualities are inculcated through the curriculum of the respective subject.

Gender Issues: Gender Issues are an important aspect of the curriculum of the various courses of different programmes such as Food & Nutrition, Human Development, Economics , English Literature, Geography, Hindi Literature, History, Political Science, Sociology and Urdu Literature.

Environment and Sustainability: Environment and Sustainability issues are an integral part of courses in Biochemistry, Botany, Chemistry, Zoology, Economics, English Literature, Hindi Literature, Geography and Urdu Literature.

Human Values: All the courses in PG programmes in English Literature, Hindi Literature, Urdu Literature, Sociology, Philosophy and Political Science are a store house of human values.

All our Undergraduate programmes also display inclusion of cross cutting issues in the syllabi, though the syllabus is framed by the affiliating university. .

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

00

File Description	Documents
List of value-added courses	No File Uploaded
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

00

File Description	Documents
List of students enrolled	No File Uploaded
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

677

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

3817

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

3063

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college is the one of the oldest and reputed institutions of Madhya Pradesh. Students from all over the state are keen to join this institution. Students are from socially, economically and educationally diversified backgrounds. There is a lot of heterogeneity within a class with respect to their knowledge, skills, attitudes and motivation.

Students are counselled at the time of admission and Induction is conducted at the commencement of every academic session to create awareness about the course, its prospects, availability of facilities in the college etc.

Several students after completing their school education in the vernacular medium opt for English medium at the undergraduate level. As such to strike a balance between both the advanced learners and the slow learners the faculty has to put in an extra effort to cope up with the situation, Teachers interact with their students before beginning the formal Course and to get the pulse of students. They identify student's potential and then devise strategies to reduce the gap in knowledge & skills. The College identifies slow and advanced learners based on students' performance in the internal assessment test, assignments, seminars and group discussions with the subject lecturers.

These observations are discussed by the faculty with the heads of the Department and the head of the institution for recommending strategies to be adopted by the departments. Remedial Courses are organized periodically.

Strategies for slow learners adopted by the institution:

Early identification/diagnosis of slow learners is essential by creating a conducive environment. They are helped to cope up with basic issues.

Remedial coaching, Virtual classes, discussions, interactions, personal and academic counselling, Assignments are some of the strategies followed to cope up with slow learners.

Some other simple methods adopted are:

- Bilingual explanations and discussions
- Provision of course material
- Detailed revision sessions of theory and practical
- Encouraging students to improve their learning ability through questioning.

Strategies adopted for advanced learners by the institution

Advanced learners are encouraged by the mentors to pursue higher goals which include securing CSIR-UGC merit scholarships, guidance for preparing national and state level competitive exams, helping them publish articles in college magazines, employment in reputed organizations etc. Strategies for Advanced Learners adopted by the institution:

- Motivation to read more books, refer e-resources apart from other regular study material.
- Encouragement to participate in Ph.D. Vivas and special Lectures.
- Seminars, Powerpoint presentations.
- Inviting Achievers alumni to inspire and motivate students.
- Involvement in organizing exhibitions, workshops and conferences

- Preparation of question bank and test question papers.
- Encouragement for participation in inter collegiate competitions, panel discussion, paper and poster presentations at national and international conferences/workshops
- Internships with industry
- Interactive sessions with experts in the fields of industry, business and academia.
- Special coaching Sanctioning scholarships/awards and rewards.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2021	9719	142

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Students are always the prime focus as far as learning/teaching is concerned and are given top priority by the administration and teaching staff. Popular conventional methods of teaching are used along with modern methods of teaching as experimental and participative learning and problem solving methodologies to ease the studies.

Some of the staff members are also using non-conventional methods such as a flipped classroom. Here, in this institution, the thrust area is to carve a holistic person out of a newly entered student.

Studies cannot be confined to the boundaries of subjects so college offers Choice Based Credit System. Students may opt for any paper of other subjects of any discipline.

Field trips, Industry visits and conduction of guest – lectures are regular practices to expose them to new challenges. Under faculty exchange program planned under MOUs, teachers from different institutions come to enlighten the students about the new vistas. Students have a scope to explore a range of opportunities that are made available by college administration.

Schemes under Vivekanand career guidance are very productive as evident by participation of large number of students attending them. Efforts to make students self- reliant, they are being equipped with different skills essential for their future life. Life style tips are given through health care programmes conducted regularly. Regular Novel programs as directed by DHE for improving communication skills in English are also organized, a pilot program in Coordination with Cambridge University is under a run. This program was whole heartedly welcomed by students of this college, though a few could be admitted due to limitation of seats.

This college contributes significantly for the development and self reliance of visually impaired students. This is a proud practice of the college. Every year Approximately 60-70 visually impaired students are given training to enhance their Employability.

Various cultural and co curricular programs are organized by the students that enable them to learn managerial skills. Programmes like Teachers' day, Guru Purnima, Ahilya Utsav Etc. are conducted by students which give them opportunity to address public. Students get opportunities to develop their Entrepreneur Skills as well. Regular workshops and seminars are conducted by different departments of the institution which are mostly managed by Post Graduate students. Here they learn to connect with research, enjoy and foster leadership qualities and are exposed to different fields. Students of Chemistry and Biochemistry departments were given training on fire-extinguishers and crisis management.'

Final year students of Undergraduate and Postgraduate students are

sent for internships which prepare them for jobs.

Sports and games improve the personality of a student. Sports Facilities are provided to interested students and efforts are being made to improve their performance through constant coaching.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

As the years have gone by and technology has advanced, the role of ICT in education has become a major player in the delivery of teaching and learning and has transformed the education system. Fundamentally, it's a central tool that supports teaching and learning at all stages of education and across all areas of the curriculum. It stimulates collaboration and interaction amongst peers and also between students and teachers. ICT takes teaching and learning beyond the four walls of the classroom for an anytime, anywhere approach. It also allows teachers to see which areas of learning need a higher level of support.

This College has well utilized ICT in its teaching and learning activities. College has its website where important notices, events, and study material are made available. 21 classrooms and Laboratories are ICT enabled with LCD projectors installed in them. The whole campus is wifi enabled. The faculty is dedicated towards development of new tools to enhance the quality of teaching and learning. Out of 142 members 138 are actively using various tools. A few to highlight as-

Dr Sourabh Muktibodh and Dr Mangla Dave have developed their own educational links for their students. Dr Saurabh Muktibodh has developed 53 videos which are available on his website <http://smcp.in/>. These videos are free for students of this institution. Students can access them as and when needed. He has also used FLIPPED CLASS system through his videos for better understanding of the subject. Dr. Munira Husain has worked as Content Writer in MHRD/UGC project E PG pathshala. She has made 10 modules in Food Science subject, all are available on YouTube too. She has also developed a UGC/CEC film. YouTube videos have been

created and uploaded on appropriate platforms for reference of students. We feel proud to share that the videos prepared by our faculties have also been uploaded on the departmental website of Higher Education, Government of Madhya Pradesh. Students of this state have access to this website and they can go through videos as per their requirement. Most of staff members have created PPT presentations to ease explanation of the subject. General ICT Tools used by faculties are: Desktop and laptops, Projector, Printer, Photocopier, tablets, Pen Drive, Scanners and Microphones,

During this pandemic time teachers have explored new vistas of online education. All the available platforms like Google Meet, Zoom, Webex, have been regularly used. Google Classroom is used by many faculties to manage and disburse information regarding courses, assignments and learning materials. Online drawing tools as mind maps, Virtual Maps are also used to facilitate learning.

Virtual Classes by subject experts of state level are also conducted in the college. Students are motivated to attend them. Online Quizzes, awareness programmes, short term courses and webinars were conducted for students and faculties on an array of subjects, Feedbacks were also taken to assess their participation. Teachers also refer the open access e resources to students.

So, students and faculty make maximum utilization of these tools.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

142

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Department of Higher Education Government of Madhya Pradesh releases Academic Calendar for each academic session in the month of June. Every year the calendar specifies dates for every activity as curricular, co-curricular, annual function, student election etc.

The college adopts this calendar with due changes as per its individual needs. Principal, autonomous cell and Heads of the Departments plan the Academic Calendar in the given time frame. This process of calendar making for every academic year begins well in advance. Inputs from the examination office, Academic Department and various other units of the college are consulted during the formulation of the calendar. The calendar contains necessary information such as the dates of the Internal Assessment examination, semester end exam schedules for both theory and practical, cultural events, vacations and public holidays.

Time table committee of college comprises of a convenor and representatives from all streams. This committee prepares the general centralised time table keeping in view the available resources, time slots and specific needs for activities like National cadet corps, National service scheme Red Cross etc. This committee also prepares time slots for IT enabled rooms. Another committee for remedial classes also work in coordination with these two committees and ensures classes for slow learners.

The calendar is provided to every department. The heads of individual Departments prepare the Departmental Time table for faculty members and classes as well Faculty members are encouraged to prepare lecture schedules and to utilize smart applications while delivering lectures.

Every Department of the college, in addition to the adherence to the college calendar, also maintains a separate schedule to organise its own affairs such as seminars conferences, workshops, special lectures, field trips and other academic activities.

At the time of commencement of the session, Teachers prepare an elaborate teaching plant through Departmental meetings. It includes following aspects -

- Syllabus divided in a modular form
- Time schedules for teaching these modules.
- Aims and learning outcomes.

Every teacher is provided with a teacher's diary at the commencement of the sessions. The diary has provisions to enter academic activities, professional duties, Academic Calendar etc. These diaries ensure compliance of the academic plans. These diaries are verified by the head of the departments to assess the implementation of teaching plan and submitted to principal.

The college also tries to cope with the national and state level events as elections and makes necessary amendment in the schedules and when required.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

142

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

91

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

20

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

180

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

02

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

This institution was conferred autonomy by UGC in the year 1997 and implemented in 1998. It has adopted autonomy for post graduate programmes, while the Undergraduate Programmes are run by the affiliating Devi Ahilya Vishvavidhyalaya Indore.

The Institute followed semester system for both UG and PG Programmes. But from session 2017- 18 Undergraduate Programmes are offered to annual system as per M.P. Govt. Directives.

Post graduation programmes are conducted through Autonomous cell. CBCS was introduced in 2015-16 with open elective course in these programmes.

The evaluation is comprised of internal and semester -end examination with weightage of 20% & 80% respectively.

The Grading system was implemented in PG Programmes in the year 2015-16. It consists of 7 grades,

A+ - 100 to 90

A - 89 to 80

B+ - 79 to 70

B - 69 to 60

C+ - 59 to 50

C - 49 to 40

D - <40

Less than 40 credits is indicated as fail.

Finding to get 40 credits the Girls has to appear in ATKT exam. A Maximum of 3 Years tenure is given to a student to complete the degree if she fails to complete it then the degree is considered as null score.

Final CGPA is awarded only after clearing all the courses of the programme. For effective examination following measures are observed-

1. Examiners are appointed as per a panel comprises in-house (25%) out-house (75%)
2. Question papers are printed in the autonomous cell itself to keep secrecy.
3. Question papers are thoroughly scrutinized to ensure the standard spread of syllabus and mapping of COS.
4. The sealed question papers are open only in the examination control room for Moderation.
5. All the ABS are coded prior to sending them for valuation.
6. Answer books are valued by in-house and out-house valuers.
7. Valued Answer books are Scrutinized and decoded.
8. The Challenge evaluation system and showing the said evaluated answer books are measures to ensure transparency.
9. For practical Examination an external expert conducts Comprehensive viva-voce.

CCE-

10. Continuous Internal assessment is carried out through various testes from time to time.
11. The internal written exam is planned as per calendar.
12. The evaluated answer sheets are shown to students and their answers are discussed for merits and demerits. This Practice in particularly intended to make them aware of their mistakes and help them to improvement their performance.
13. Students have to prepare & present assignments also on topics related to their syllabus. This is a part of internal assessment.
14. Some departments organize quiz, group discussion, seminars as a part of internal tests.

15. IT-

16. Autonomous cell has installed software (Mark-sheet Generator) to ensure proper functioning.
17. Generates Roll No., Tabulation of result, calculation of grade and printing of mark sheet is carried out through this software.
18. Examination fees are also deposited online.
- 19.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The college, one of the three oldest Girls' colleges of the state of Madhya Pradesh, has always catered to the holistic development of girls, since its inception in 1956. The Programme Outcomes and the Programme Specific Outcomes have also been framed in accordance with the idea of holistic development. All the programmes offered nurture the students to be intellectually competent, morally upright, socially committed, civically responsible, and spiritually inspired.

All the Course Outcomes reflect that after successfully completing the courses, students can pave their path in various walks of life. Our alumni, who have outshined in different fields, are a testimony to the success of programmes and courses. Even if the students are home makers they turn out to be good citizens proving their societal and civic worth.

Programme outcomes, Programme Specific Outcomes and Course Outcomes for all the post graduate programmes offered by the institute are clearly stated, displayed on the website and communicated to teachers and students

The college website also carries composite details about the programmes and courses, which includes introduction and objectives

of a programme, courses offered, objective of the course, faculty profile and other academics related information.

The framework of the programme outcome (PO), programme specific outcome (PSO) and course outcomes (CO) for all the postgraduate programmes designed by the faculties of the respective departments are discussed in the academic meet in the department, validated and presented before the Board of Studies for approval. Once approved by the Board of Studies it is submitted to the Academic Council for endorsement and finally uploaded on the website. The departments hold brainstorming sessions to design strategies so that the students attain the outcomes. New members of the department are briefed on the programme outcomes and the course outcomes. PO, PSO and CO are briefed to them after the allocation of the respective courses.

Since Alumni representative is there in the Board of Studies, suggestions from the alumni are of prime importance, due provisions are made that the suggestions from the alumni, are incorporated in the syllabi, if there is a scope.

Programme Outcome, Programme Specific Outcomes and Course Outcomes are discussed with the parents and their ward at the time of admission and during parent teachers' meetings. Parents are free to give any suggestion to the existing system.

All students are apprised of the objectives and outcomes of their programme during the compulsory induction programme.

All the departments offer Zero classes for fifteen days, each zero class is of forty minutes. These classes are exclusively used to brief the students on programme outcome, programme specific outcome and course outcome.

An official copy of the syllabi is available in concerning departments for ready reference. Students and staff are free to go through it. These copies are also used by heads of the departments to monitor the progress of courses.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes of all the Post Graduate programmes are evaluated through a systematic procedure. The procedure comprises of both direct and indirect approaches.

Direct method involves continuous comprehensive evaluation with twenty per cent weightage and Semester End Examinations with eighty percent weightage. A student is required to pass both the CCE and semester end examination. For the students of programmes involving laboratory work, it is also mandatory to obtain forty percent marks in practical examinations as well.

Continuous comprehensive evaluation again is executed in two parts, a written test of ten marks and an assignment of ten marks as well. A student is required to pass cumulatively in test and assignment. The departments are free to devise their own methods of assignments. This freedom of devising methods of assignments is further passed on to the faculty members of the respective departments. This freedom enables the faculties to understand how far the students have understood the course content theoretically and practically.

Apart from assignments, faculties also ensure evaluation of their respective course objectives through peer learning, power point presentations and symposiums. Based on the interpretations of these results, programme outcomes, programme specific outcomes and course outcomes are further modified.

Annual pass percentage of students of all the programmes is a quantitative yard stick of the measurement of the programme outcomes, programme specific outcomes and course outcomes of all the programmes.

Student progression in terms of UG to PG, PG to PhD is again

proves the significance of programmes.

Students' selection in competitive examinations of various kinds at state and national level once again validates the utility of the course contents.

The annual placement in and off campus reveals the employability quotient based outcome.

The alumni mentor all the post college endeavors of the pass out batches. They are a helping hand to the pass outs in all the ways they can for further pursuance.

Institute through its curriculum grooms the students as responsible citizens. They are sensitized towards vital issues of gender equality, social responsibility, environment conservation, sustainable development, rights and duties of citizens and many more. These traits inculcated in them flourish at right time. This is evident from a galaxy of leaders representing parliament, assembly, and municipal corporations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2541

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

[nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

3.1.1 promotion of Research and facilities.

Research is an integral part of Mata Jijabai government Girls P.G College Indore. The institution has 13 research centers for Ph.D. programs affiliated with D.A.V.V Indore. At present, 110 research scholars are pursuing Ph.D. under these guides and during session 2020-21, 10 students were awarded Ph.D.

The institute has a Research Advisory Committee, Research cell, and Code of an ethics committee to monitor and promote research activities. The institute has its research policy which is uploaded on the institute website. Almost all departments of the college have organized seminars, workshops, invited lectures, and sensitization programs to develop a research culture among the staff and students.

The issue of seed money is also discussed in the RAC meeting. College students and teachers are encouraged to publish papers in reputed and UGC-listed journals. They are encouraged to present their research findings through seminars, workshops, and guest lectures. Faculty members are encouraged to prepare major and minor research project proposals for UGC, DST, and MPCOST. In terms of facilities, the college has a central library and departmental library in all departments.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

00

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

01

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

NIL

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

44

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

NIL

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Criteria_3.3.1_Innovation

Innovation Ecosystem

Institution has created an ecosystem for innovative ideas , creation and transfer of knowledge.

Objectives of this Ecosystem are:

1) To create support system necessary for incubation activities by different departments.

2) Facilitate services such as high speed internet access in the campus.

3) Facilitate networking with professional resources, which include experts, consultants and advisors of different fields.

4) Link to higher educationonline resources like SWAYAM, SWAYAM Prabha, NPTEL local chapter INFLIBINET , UGC, Moocs etc.

5) To Promote and facilitate knowledge creation, innovation and entrepreneurship activities through MOU like expert lecture, training programs, workshops, seminar and conferences in the Institute.

6) To create industry -institute relationship by-

A. Industrial visits for students and faculties.

B. Field and site visits for students.

C. Regular interactions of faculty members with industries to understand functional challenges through applied research and student projects.

D. Expert lectures by Industry personnel for students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

10

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

07

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

04

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

00

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

01

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Criteria 3.6.1 Extension activities in the neighborhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

The institute is aware of its responsibilities of grooming students to become socially committed and sensitive citizens. The two NSS units, the Red Cross society and the Blind cell of the college leave no stone unturned in this respect. The student community of the institute has always shown its sensitivity towards almost all the relevant social issues. They have participated enthusiastically whenever there arises a need. Sometimes it has been vice versa also, the demand for responding to a social crisis has come from the student and the college fraternity has made suitable arrangements for the same, through NSS, NCC, Red Cross, and the Blind Cell of the college. Some of the activities of these units during the last five years include-

- Activities like tree plantation, save the environment, reduce global warming, improve air quality, and reduce pollution.

.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

00

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

17

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

3160

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

646

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

01

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

Response:

1. The college has adequate availability of space with an area of 17.44 acres of land area, with a built area of 26281.045 sq. This is enough to have adequate space for an Administrative Block, Science Block, Humanities and Home Science Block, and two smaller blocks, Biochemistry, Department of Dance and Music, and RUSA Block. Apart from these there is a separate Library Block and Hostel, Canteen, and AD Office. The non-built areas are playgrounds, garden areas and a space for annual programs with a stage.
2. The administrative block has a total number of 24 rooms, with 12 rooms for administration, including, the Principal's Office, establishment & admissions office, Accounts section, scholarship & UGC proposal division, IQAC and an office for the autonomous examination cell. This block also houses

aVirtual Classroom. Moreover, the block has a separate room for Virtual Classes(classes conducted for the students of the entire state by the Higher Education Department).

3. Similarly, theScience blockhas15 Labs, 5 Classrooms, few Storeroomsand anOffice for RUSA Cell.
4. TheHumanities blockhas18 Classrooms and 11 Departments.There is alsoa separate room for smart classes(which is used for different presentations and also for Ph.D. Viva-voice), and a control room for examinations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

“In a healthy body lives a healthy mind”. Looking to this phrase, and as per our mission, the institute harbours an array of sports facilities in campus & off campus. To facilitate sports activities College has an independent sports department with a permanent sports officer. This department owns necessary equipment’s for indoor & outdoor sports.

1. Indoor games -Kushti (Wrestling), Judo, Taekwondo, Table Tennis, Badminton, Yoga, Chess, and Boxing etc.
2. Outdoor Games -Kabaddi, Kho-Kho, Hockey, Football, Volleyball, Handball, Baseball, Soft Ball, Athletics.

For some of the activity’s college has collaboration with other institutions & agencies. Girls attend various camps and training programmes to enhance their skills on self-defence techniques as Judo, Wrestling, Tai- Kuan-do Boxing etc. Some Fitness trading campus is also organised.

C. Other -

1. Basketball- Practice at grounds of Sarafa Vidya Niketan School
2. Weight Lifting & Power lifting- practice at Gymnasium of Gujrati Arts & commerce college.
3. Swimming - In swimming pools located nearby

4. Shooting (Rifle & Pistol) - girls take practical training at Shooting Academy at & represent college.

5. Cross country race- Girls practice at different play grounds and represent college.

6. Gymnastics & Malkhamb - Girls practice at Gymnastic centre, Chimanbag ground,

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

23

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

0

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	No File Uploaded
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Response:

The central library of the College was established in 1970, since then library has made consistent progress in terms of collection of books, periodicals, e-resources and services. The college library has furnished room of 2000.00 sq. ft area. It provides open access facilities which helps easy access and use of the library as a learning knowledge centre which have partially automated. Since the college is in the morning session the reading rooms cum classes are available for the students after 1.00 pm. The college has very enriched library in terms of availability of reference books and text books. The library has total 33324 text and reference books for Senior College, 25 Journals, and 7 newspapers. Separate library website is created for techno savvy users, it contents digital repository of syllabus, previous year question paper set, PPT bank of staff members, E-thesis, Online open access resources, competitive exam resources, online newspaper clippings etc. The library is having active membership of INFLIBNET N-LIST consortia and provides 6000 + e-journals and 3200000+ e-books on various subjects.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals

during the year (INR in lakhs)

12.61

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

Nil (Due to Covid-19)

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Response:

The college has well established mechanism for upgrading and deploying Information technology infrastructure. The college first, assesses the needs, number of students and staff and other end users. The provision is made in the budget for annual maintenance and technical staff is appointed for maintaining hardware and Information Technology infrastructure of the campus. Institution frequently updates its IT facilities through various systems. The classrooms are given advanced equipment's and other essential facilities like complete surveillance system, electrical power supply with Battery backup, facility for high speed communication links, LCD projectors to all departments, designed furniture, anti-virus for all computers, etc. The college has 169 computers and laptops with access to internet in most of them. . The steps like installation of anti-virus periodically, formatting of computers on the basis of corrupt operating system and

replacing of hardware of old computers to new computers are taken for maintaining and utilizing computers. The WIFI facility is provided to all over campus for all stake holders in free of cost. For maintenance of computers, laptops, printers etc. we have AMC's with different firms.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
9517	169

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

D. Any one of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

139.22681

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The institute has a systematic mechanism for maintenance of all the above facilities. Some of them are maintained by an Annual Maintenance Contract (AMC) given to concerned agencies, some are maintained by external agencies on demand as per the need and the others are maintained by the faculty members of the institution and skilled staff appointed by the College Administration. Our Institute works on Collaborative basis and respective heads of various departments take care for the items that are with them. Building maintenance, is done by a separate committee which regularly meets and offers required maintenance to PWD through College Principle. Being a Government College, maintenance responsibility principally lies with the Government agencies only, but college Janbhagidari Committee also allocates budget for maintenance and construction. Maintenance of Laboratories and equipment's are done under the supervision of heads of respective departments. They raise their demands to the principal and by his approval, such things are taken care of. For maintenance of computers, laptops, printers etc. we have AMC's with different firms. Similarly head of computer department also sees the distribution of Wi-fi network of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

8108

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	No File Uploaded
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

68

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

2

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

78

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	No File Uploaded
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

01

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

01

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The institution believes that vision and mission of an institution can be accomplished with participative management of all its stakeholders. As the students are the most important stakeholder, their participation in decision making process has always been ensured through student association or council.

For a very long period of time student council elections were suspended in all the colleges of Madhya Pradesh, as per the directives of Department of Higher Education, Govt. of Madhya Pradesh. The college still ensured student participation through a nominated student association. The basis of these nominations was excellence in academics, sports, NCC, NSS and cultural activities.

In academic year 2017-18, student council was formed, in a democratic and transparent manner, following the guidelines issued by the Department of Higher Education, Govt. of Madhya Pradesh.

Student council/ student association comprises of class representatives, representing their respective classes, elected by the students of their class or nominated owing to their academic excellence. All the sections of all the classes, across all the programs offered by the institution have a class representative. Class representative is the spokesperson of the class, managing day to day affairs and conveying the matters to responsible authorities for further action these class representatives elect their office bearers. There are four office bearers—president, vice president, secretary and joint secretary.

The student council/ association is guided, mentored and monitored by the student council advisory committee and the principal of the college. It endeavours to create and sustain an environment that nurtures life in its fullness, for every member of its community and set it on the path of excellence.

Various academic and administrative bodies that have student representatives on them include

- Student Council
- Anti-Ragging committee
- Discipline Committee
- Grievance Redressal Cell
- Anti Harassment Cell
- Staff Council

The college has a semi- structured calendar for student events within the annual/ semester system. These events are led by the students and conceptualized in consultation with student council advisory committee. These events broaden the scope of education besides providing students opportunities to showcase their talents and learn managerial and organizational competencies. Their involvement is evidenced by -

- Observe days of national importance such as national festivals, birth and death anniversaries of important leaders, non-violence day, national voters day.
- celebrate days of social importance like women's day, international yoga day, world literacy day, world AIDS day
- Celebrate days of importance in college like teachers day, sports day and social gathering.
- Volunteer themselves in identifying talent that represents college in sports and cultural activities.
- Show their concern for people suffering with national and natural calamities. As a mark of respect towards those who lost their lives in Pulwama massacre, did not celebrate annual social gathering and donated the fund meant for the purpose to the cause.
- Help maintain discipline in the college campus by encouraging students to observe the rules of the college and instill environmental consciousness and work towards maintaining a green and clean campus.
- Volunteer themselves and encourage other students to do the same in all the activities.
-

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

00

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of Mata Jijabai Govt. Girls P.G. College, Indore has been functioning from 24 December 2003 at the college campus. The association (Old Student Association Old G.D.C.) has been named after college's old name known as Old Girls degree college, Indore.

The main aim of the Association is to maintain the link between college and Alumni and share their details of employment and achievements. It was also formed with a view to keep the silken threads of the attachments between the old students and the Institution. The Alumni are helping the final year students in their project work and also about the employment opportunities in their respective private and government organisations in India. Their Contribution not only involves financial help but also non financial help as required by elite performers and association committee of college.

The Objectives of the Association are:

- To maintain the contacts of the alumni with the Alma-matter.
- To foster the relationship between the past and the present students of the institution
- To keep the old students informed of the growth and development of the institution.
- To give an opportunity to the old students of the institution to partake in the responsible task of building up and maintaining the tradition of this institution

- To serve as a forum striving to get a proper blending of the of the theoretical and practical aspects of education.

Major Contribution By Alumni:

- Smt. Sumitra Mahajan (Former MP & Loksabha Speaker)- 50 Metre concrete road was constructed to connect the biochemistry department in the campus.
- Smt. Sumitra Mahajan- Donated sanitary pad vending machine and an incinerator for the girls hostel in the college campus.
- Ms. Neelam Shrivastav- Constructed Tin Shed in front of NCC room & has been donating two bicycles every year since 2008 to economically backward student's.
- Dr. Rakhi Shukla- Gifted an android mobile phone to Radha Zha to Online practice for her selection in an international gaming competition.
- B.Sc Batch of 95-96- Donated sanitary pad vending machine, installed in science block.
- Dr. Munira Hussain- Donated sanitary pad vending machine, installed in Humanities block.
- A fabricated-comfortable reading room (40 by 20 Feet size) made by Alumni Association

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	00

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

A.Vision and Mission Statement

MOTTO:EXCELLENCE AND EMPOWERMENT THROUGH EDUCATION.

VISION

1. To develop self-confidence, self-reliance, communication skill, and economic independence among girls.
2. To generate knowledge with essential inputs of resources thereby creating an ambiance conducive to academic excellence.

MISSION

“The mission of the college is to provide education at a minimum cost and to transform woman power into a human resource through adequate utilization of their learning towards the continuous progress of knowledge-based and welfare-oriented society.”

The vision and mission of the institute are well in tune with the objectives of higher education. They are reflected through the following programs and activities-

- Unity and discipline are inculcated through NCC, NSS, and sports activities.
- Special winter camp, blood donation camp, tree plantation, AIDS awareness rally, etc. are organized to sensitize towards their social responsibilities.
- Foundation courses inclusive of Entrepreneurship, Environmental Awareness, and Computer awareness are compulsory components of the Undergraduate syllabus as instructed by the Department of Higher education M.P.
- Lectures and various welfare activities are organized for girl students for promoting their academic excellence.
- Organization of regular health check-up camp.
- Career development of students through Activities of career guidance cell.
- Special provisions for Remedial classes, virtual classes, and soft-skills development programs.
- Community services and development of students through various extension activities.
- Well-functioning placement cell.
- Various sports facilities are available on the campus. And regular events are organized to ensure their maximum utilization.

B.NATURE OF GOVERNANCE

The institution works in phase with the rules and regulations determined by the higher education department of the M. P. government. The Principal is the competent authority in deciding financial matters, infrastructural sector issues, and shaping the multi-dimensional personality of students. Decisions are taken in a very democratic way with the participation of all its beneficiaries and staff members. In order to implement the decision of the institution principal delegates his/her power among the head of departments, convenor of committees, and cells along with staff and student representatives. College management deals digitally so that the actions taken are flawless, smooth, and speedy.

C. Perspective/Strategic Plan

A synchronized strategic plan for the organization is prepared to fulfill its objectives and reinforcing a culture of excellence.

- Quality enhancement cell has been established in the college.
- The Academic Council and the Boards of studies have their regular meetings to ensure the quality of the syllabi as well as other educational activities like seminars, workshops, and teaching methodology.
- The examination system is reviewed each year, with improvements suggested as and when required by the examination committee of the autonomous cell of the college.
- A seminar and related discussions have been done regarding best practices and the continuous evaluation during semesters for all the teachers during last year.
- The teachers are encouraged to attend workshops, seminars, and short-term training courses conducted by the University or other institutes.
- A renovation to revive the aging infrastructure of the institution seeks through proposals prepared by the H.O.D.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.ggpvc.in/index.php/home/vision

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

A case study

A reflection of the institution's belief in democratic and participatory management can be seen in the disbursement of financial support provided by the government for the education of various specified categories of students. The Institution caters to the educational thrust, social recognition, and economic upliftment of girl students at a minimal cost. As a result, about 75% of the students' enrolment belongs to the adjacent rural areas and the deprived classes of society. These students are eligible for various scholarships like Postmatric, Pratibha Kiran, Vigyan Prashikshan, Divyang, Medhavi, Alpsankhyak, Inspire, Mukhyamnatri Jankalyan Yojna, etc.

The institution is firmly determined to work coherently for the implementation of schemes assisted by state and central government for the upliftment of weaker sections. The Department of Social Justice and Empowerment's endeavor is to build educational and economic development along with social empowerment so that the members of the target groups can lead productive, safe, and dignified lives with adequate support for their growth and development. The institution successfully accomplishes this task of governance by adopting democratic and decentralized methods so that It has the distinction of being the lead college of this region.

A Centrally Sponsored Scheme of Ministry of Social Justice & Empowerment in coordination with the state government for SC, ST, and OBC students is being implemented for the girl students admitted in the college. This herculean task is carried out by involving the majority of staff members and computer operators for the verification of the documents uploaded by students. Scholarship forms are scrutinized manually by a gazetted officer and forwarded for further needful, scholarship is given as per the Government of India norms.

The principal of the institute is the sanctioning authority of this beneficiary scheme assisted by a Senior Professor as the Nodal officer, executing the responsibility of verifying the documents that the students have applied in support of getting scholarships for each category. Convenor authorizes his senior colleagues as the in-charge of post metric form of students of all streams. In order to complete this work in a planned manner, a team of three faculty members is given the responsibility of a class. All these Faculty members are briefed about the procedure of Verification. The Faculty members submitted the Verified Forms to the scholarship section headed by a technical expert who in support of the computer operator forwarded these forms on the MP SCHOLARSHIP website. If there are any objections or contradictions between online and offline forms then the Students are informed to make corrections. The committee, after being convinced about the correctness of all the evidence produced by the students sends it for the next action. The digital signature of the principal is used to authenticate the application form in turn the money gets deposited directly in the bank account of the beneficiaries. Through the use of the digital medium, the speed of work becomes faster.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

This institute has been a relentless endeavor for the all-around development of students for many decades and in this context, prepares a concrete solid plan for successful completion of its work. Planning includes all phases of development related to the upliftment of students' status at the national and global level as well as the fame of the institute. The strategy of the institute is to address issues of equity, access, and excellence in higher education that warrants receiving financial support from funding

agencies such as RUSA. Rashtriya Uchchatar Shiksha Abhiyan (RUSA) is a Centrally Sponsored Scheme (CSS), launched in 2013 aims at providing strategic funding to eligible state higher educational institutions so that it has given a specific place in the strategic planner. Institute receive a grant of 200 Lacs for the up-gradation of labs and infrastructural developments.

Different phases of activity successfully implemented in the following steps:

- 1.
2. In compliance with order 1008/03/RUSA/CC/19/36 dated 4/12/2019 a technical and tender committee is formed on 13/12/2019
3. Summary expenditure with the particulars of a purchase.
4. Guidelines of purchasing via 256/RUSA/2019 dated 18/6/2019.
5. The technical and tender committee is formed 1090/VBP/2019.
6. Details of purchasing in tabular form.
7. Meetings held to run RUSA project smoothly and effectively.
8. A utilization certificate is given in order to certify that the total grant of rupees 200 lacs is used fit under the guidelines. The amount for which it was sanctioned and balance of 1,89,571/ remained in the account of the institute, it is the interest as of 10/12/2020 according to the cash book statement.
- 9.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The institution has been known for its planned, time bound and efficient administrative work since a very old time. All responsibility for multi-faceted development of institute solely depends on the principal. He / She implements the policies decided by higher education to enhance the quality of education and accessible by the last person of society with the help of academic, administrative, and supportive staff along with the

various expert committees. Academic affairs are led by head of departments assisted with staff members of related disciplines- science, arts, commerce, and home science which together make 37 in numbers. Library head is responsible for providing books related to every subject to about ten thousand students. Administrative staff is available to deal with the account of funds received from government, janbhagidari or any other funding agencies the regulation of task is done through various committees headed by convenor and a huge number of supporting staff helps to smoothen the work. Sports officer, NCC, NSS are the extracurricular activities shaping the personality of students where as different literary, cultural and social activities are carried out by various committees.

1. Autonomous cell -It is the apex body for all the PG departments. It coordinates, manages and conducts PG programmes.
2. Academic Council & Boards of studies -All PG Departments have their Board of studies with internal and external members. An alumni representative is also appointed to understand students requirements. All the courses are endorsed by Academic Council.
3. Finance Committee -The finance committee consists of 3 senior professors and administrative staff. This committee analyses the financial needs of the Autonomous Cell. It makes provisions and allotments to fulfil demands put forth by various departments.
4. IQAC -This cell regularly meets to assess the academic performance and progress of students and faculty members. It suggests and implements new vistas in academic fields, monitors research and extension activities
5. Jan Bhagidari Samiti (Public Participation Committee) -Under the clause of Gazette 471/dated 20-09-1996 a JBS is established as per the notification attached.

This committee raises funds -

1. To start new programs.
2. To pay salary to the staff appointed for these courses.
3. To meet our laboratory needs.
4. To maintain and construct infrastructure.

1. Lead College Cell

As a lead college, it deals with all the financial and

administrative perspectives of government-aided private colleges and coordinates with other government colleges of the district.

Service Rules -The staff is appointed after screening by MPPSC and is governed by the rules and regulations of DHE. Full-time guest lecturers are appointed by JBS for self-finance courses and other by Higher Education, MP Government.

Grievance Redressal mechanism -Grievance Redressal Mechanisms include the Anti-Sexual Harassment Cell with its Internal Complaints Committee; the Anti-Ragging Cell; a complaints boxes prominently placed and the full implementation of the Right to Information. The principal of the college is the L2 officer for C.M. helpline, Jansunwayi, and Jansamadhan. Students are free to meet mentors to achieve the redressal of their grievances.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

D. Any one of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

(A) The institution adopts the welfare policies of the Department of Higher Education, Government of M.P.

1. General provident fund and contributory provident fund (i.e. an equal share is contributed by the Government) scheme and loans and advances against them to class I, II, III, and IV employees.

2. There is a facility of Group Insurance Scheme for regular employees. Amount deducted from employee's salary is allocated in the ratio of 35%: 65%. i.e. 35% for the insurance amount and 65% is as savings and receivable at the time of retirement along with interest applicable.

3. Gratuity at the time of retirement of a regular employee. The amount of gratuity is (a) 16.5 months' salary or (b) Rs. 20 Lakhs whichever is less.

4. Medical leave and reimbursement of medical bills as per govt. rules. 20 half pay leave for every year of service completed are credited to the respective employee's leave account.

5. Maternity leave for 26 weeks for female employees and paternity leave for 15 days for male employees can be availed up to 02 children. female employees can avail of leave for 8 weeks prior to delivery and 18 weeks post-delivery.

6. Encashment of earned leave facility, subject to a maximum of 300 days leaves at the time of retirement on the basis of last month's pay.

7. Mercy appointment of a family member in the case of death of a regular employee in service is provided by Higher Education Department, Government of M.P.

8. Ex- gratia Rs. 50,000 to the family of the employee who dies while in service.

9*. Fees Concession to class IV employees for admission of their children in higher education course.

10. Family planning increments as per Government rules.

11. Reimbursement of transport assistance at the time of administrative transfer of any type of regular employee.

12. Casual leaves 13 and 03 Optional leaves are permitted in a year. Extraordinary leave i.e. without pay and no break in service is permissible subject to circumstances.

13. Study-leave for research work like Ph.D., D.Litt. or any other degree can be availed for a maximum period of 2 years.

14. 12.5% reservation in admission in higher education for employee children as per online admission rules of M.P. Government, Higher Education Department.

15. Staff quarter facilities: 3 Principal bungalow and staff quarters are available on the college campus.

16. Pension as per government rules.

17*. Uniform allowance Rs. 200 per month and washing allowance Rs. 50 per month for class IV employees.

1. R.O. drinking water facility for staff & students.

2. Clean washrooms for staff & students.

3. Parking facility for staff & students.

4. Free Yoga Training and health counseling to staff members.

5. Free computer training for employees.

6. Free Wi-Fi facilities for all staff members.

7. Canteen facility on campus with food at minimum cost for staff & students.

.

9*, 17* for non-teaching staff only

13. for teaching staff only

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

06

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

187

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

This Institute is a government institute, continuously educating the girl students for the development of society; in this regards it receives financial supports from various sources hence it is necessary to keep account according to budget allocation. To monitor the proper maintenance of accounts and records regarding the purchase of fixed assets, purchase of material, investment, etc internal and external financial audits are required. Institute has a full-time office staff and accounts department to ensure maintenance of annual accounts and audits. The following agencies conduct a regular financial audit in the Institute: 1. Internal audit-The Institute has been entrusted to the Internal Auditor for the work of Internal Audit. This is mainly preaudit of major receipts and payments (above Rs. 50 thousand each) and concurrent/post-audit of all other receipts and payments. He also pre-checks salary fixations, pension, and gratuity payments, and final payments of GPF. 2. Internal audit is conducted by an Internal Auditor who is an independent firm recommended and appointed by the Institute. This independent firm is a chartered accountant who conducts regular accounts audits and also certifies its annual financial statements. All Utilization Certificates to various grant giving agencies are also counter-signed by the chartered accountant CA as Internal auditor. All Financial Statements up to 2020-21 have been certified by the Principal of the institute. 3. External Audit is conducted by (a) Comptroller Accountant General through Auditor General (AG) Gwalior. AG, Gwalior conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, self-finance accounts, various government and non-government grants, contributions by alumnae, interest earned and returns on investments, etc; (b) all payments to staff, vendors, contractors, students, and other service providers. 3. All observations and objections of AG are communicated through their report. These objections are examined

by separate committees of the institute consisting of an accountant (Accounts), Internal Auditor, concerned Head of the Department, and any other membe

AG's audit for the previous years has been completed and replies have been submitted to their satisfaction. It is pointed out that no serious objection/irregularity is outstanding. No Draft Para has ever Been issued against the Institute by AG. The mechanisms of auditors exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. D

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

This college is a government college and is managed by Department of Higher Education, Government of Madhya Pradesh. Funds are received from, funds from state government through collection of fees from students at the time of admission which covers tuition fees, vehicle stand fees, sports fees, social gathering fees. For course conducted by public participation committee (Jan Bhagidari Samiti) Fees in collected in college account. College also receives grants from UGC recently in XII plan for development of college like construction, labs, equipments, library and various

academic activities. Optimum Utilization of funds - Utilization of the funds received is fully controlled by the Principal. Proper, effective and efficient use of funds is monitored by formation of various committees as purchase committee, Construction & Development committee, Accounts committee, self finance committee, UGC

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The purpose of IQAC is to plan, to guide and to keep an eye on Quality Assurance (QA) and Quality Enhancement (QE) activities of the college. Being as a significant administrative body it always initiate best practices for institutionalize quality assurance. Two best practices institutionalized as a result of IQAC initiatives, 1. Title- Better learning through ICT tools- Most of the students are from rural and semi urban area, all of them learn differently at different rates and styles with the use of information and communication technology it is easy to explain and justify the solutions to the problems. Objectives-These technologies derive the new terms as E-learning, digital text book, distance education, virtual class, virtual laboratories etc that makes worldwide students together for better knowledge. This accomplishes the realistic goals of easy, effective and efficient teaching learning process. Practice The implementation of ICT in education requires administrative, technical, legal and other supportive functions along with an extra effort by teachers and learners too. All the functions described by rules of program operated automatically. digital libraries contains power point presentation and you tube lectures of different subjects prepared by the faculty members of the institute, on virtual classes, virtual meetings are in routine. Virtual laboratories and remote labs are designed and set as per requirement. IQAC of the institute continuously raising the number of ICT classrooms it was 1 in first cycle increased to 5 in second cycle and at the present

time it is 21 in numbers .Outcome This makes learning and teaching faster, easier, better focused, broader and deeper thus enhancing the understanding and mastering domain knowledge and skills.

2.Title- Implementation of Choice Based Credit System Context To bridge the gap between education and employment a CBCS system is introduced by UGC in higher education for graduate and post graduate degrees. **Objectives** This allows the flexibility to opt subjects depending upon student's interests and aims. They can choose interdisciplinary, intra-disciplinary and skill-based courses. Practice Institute has an autonomous status at post graduate degree level. Autonomous department of institute adopts CBCS system in compliance with the skill based education system redesigned by UGC. The basic elements of CBCS are approved by the board of studies of different disciplines. All the faculty members, two subject experts and two passed out students will form the board of studies. The board discusses about elective, core and skill development syllabus and allows conducting it for particular course on the basis of course objectives and course outcomes. This also decides about the hours of teaching, course content and credits assigned to it. Mode of continuous evaluation of student is also decided in this board. Grades are awarded in place of marks obtained. CBCS finally implemented in the academic session 2015-16. **Outcomes** Students can choose courses of their own choice. The students have more scope to enhance their skills and more scope of taking up projects and assignments, vocational training, including entrepreneurship.The system improves the job opportunities of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The institution is committed for regular up gradation in quality of teaching-learning process through introduction of new ideas, effective training and better infrastructure. IQAC plays a vital role in reviewing the impact of these quality measures. The modus operandi of review is as follow -CBCS CBCS, which was introduced in the session 2015-16, is regularly monitored by Academic Council. Students have to opt an open elective paper along with

the compulsory papers. These elective papers are interdepartmental and are very popular amongst students. They look at them as an opportunity to enhance their ability and acceptability. 75% attendance is mandatory for the students to appear in the exam. In Semester-IV of Post Graduation, students have to complete 60 hours of internship as a part of their programme. It bears 5 credits. They have to attend an industry training / Hand-on training / a short term training to gain practical knowledge and to hone necessary skills required for their career. Results of students are reflections of the efforts put by the institution in teaching learning process. Students' performance is accessed and analyzed. Regular continuous evaluations, assignments, PowerPoint presentations, general discussion, are integral parts of the evaluation. The results of these evaluations are reviewed and shared with the students, to give a chance to rectify the mistakes. Retests are arranged till the teacher is not satisfied. Teachers are also suggested to submit their presentations and other ICT materials to the library. Teachers also upload sample question papers for each course to the website, to acquaint students with the possible questions. Self approved forms of faculty and non-faculty members are accessed for their academic and administrative work performed during the academic year. These forms are scrutinized by IQAC and Principal. Syllabi of Post Graduate programmes are available in the department for ready reference to faculty and students. Departmental libraries for PG students are managed by faculties. In some departments, students have internet facility. Student Support System – Our students are an amalgam of heterogeneous group of society. Zero classes and bridge classes are scheduled and organized to fill the academic void between school and college level education. Slow learners are identified and remedial classes are arranged for them. These classes are engaged by college faculty and other experienced teachers to ease the difficulties. Special coaching classes are planned and organized for training for upcoming competitive exams. Special vocational training programmes are arranged under the umbrella of Career Guidance Cell. Wi-Fi enabled campus. A mentor-teacher takes care of about 55 students. Mentors discuss academic and personal issues and tries to resolve the issues. Every faculty member is assigned the task of mentor. Library has a reading room to provide a space to study. Sports facilities are available in campus for students. Smart phones were distributed by Government to enable

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

C. Any 2 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institute has the credit of creating the gender-sensitive environment. The academic ambiance of the Institute promotes sensitivity and respect for each other. In addition workshop skill development /training programs, are conducted on legal rights, protection from domestic/social violence, and gender sensitivity to all the students.

College has organized self-defense training, Yoga, Sports activities, Constitutional Rights of Women .

The college takes special care for Gender sensitivity and conducts programs on Gender issues.

Mata Jija Bai Govt. P.G Girls College, Moti Tabela , Indore Measures initiated by the Institution for the promotion of gender equity during the year 2020-21

Date	Name of Activities	Duration of Activities	No. of Participants
28/12/2020-04/01/2021	"Legal Rights of Women & Their Practical Application"	7 Days	100
15/1/2021-1/2/2021	Indian Constitution with respect to women Empowerment	7 Days	100
12/1/2021	Yoga Training	1 Day	200
08/02/2021	NARI SAKTI SAMMAN SHAPTH	1Day	600
16/2/2020	Awareness for Women Safety	1DAY	600
			400

To ensure a safe campus and a secured environment the college has embarked upon the following initiatives-

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste: "Reduce-Reuse-Recycle is the root of sustainable development and

qualitative human life with a green environment and the College strongly believes in this philosophy " Waste is produced by all types of routine activities carried out in the college that include waste papers, parts of trees, leaf, poly bags plastics, glass, food products, etc.

Reuse: Reuse of waste materials and recycling of organic waste material like parts of trees, leaf litter collected and dumped in compost pits. These compost pits have been constructed in the Botanical garden, Hostel, and in front of the Botany Department. and near Principal Bungalow. This waste material is converted to compost and reused as manure in gardens of campus.

Reduced use of plastic, e-communications for reduced use of papers in the waste papers from college are centrally collected. Answer sheets and question papers from Autonomous Department, Practical records from science laboratory, newspapers, and magazines

from the library, etc are collected. The Institute has outsourced a Vendor to dispose of all the Answer Sheets, News Papers, and other Paper Material. The Vendor recycles the paper as per the agreement done with the vendor. All paper waste is given to vendors for recycling at regular intervals.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

B. Any 3 of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	A. Any 4 or all of the above
---	-------------------------------------

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The institute maintains transparency in the admission process. . Equal opportunities are provided to the students in various activities conducted throughout the session irrespective of their caste, creed, religion, and region. The institution believes in

equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religions, and regions are studying in the college without any discrimination. There is no segregation of students on the basis of their lingual or communal background.

among students so that harmony is maintained in the college. To date, there is a complete absence of any serious grievances.

“Sarvadharna Prarthna” is done on 30th January every year. The students are educated about Gandhiji’s principles of Non-violence and Secularism The Institute celebrates Teachers Day on 5th September every year with great enthusiasm.

Gandhi Jayanti (2nd October) being a national event is celebrated in a very sincere manner. Political Science Department takes the lead on this day and eminent Scholars are invited to deliver lectures on Gandhian philosophy.

14th September is celebrated as ‘Hindi Divas.

Thus the college is committed to human, moral, ethical values as well as the imparting of Education within a reasonable free structure.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The Institution is sincerely committed to the development of moral and ethical behavior among faculty and students. Republic Day and Independence Day are celebrated with utmost sincerity and the martyrs who gave their life for Nation are duly remembered.

Voter Awareness Day popularly known as ‘Matadata Jagrukta Diwas’ is celebrated on 25 January. Various rallies are organized on this day so as to create awareness for voting among the society and the students. The students are made aware of the fact that it is their duty as well as their right to cast the vote.

The College takes special care of the blind students and the other students help them at every step. In every nook and corner special ramps have been made for them where the blind students can walk without any fear. Writers are arranged for them in the examination.

20th November is celebrated as 'Sadbhavna Diwas' in memory of late Prime Minister Shri Rajiv Gandhi. The students and faculty take the oath to preserve the secular identity of the country. Lectures are organized on communal harmony.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

India is the largest democracy in the world. The Indian constitution expects its citizens to abide by certain values. The citizens should respect the Indian ideals, institutions, the National flag, and the National Anthem. Mata Jijabai Govt. Girls P.G. College instills all the above values and inculcates the noble ideals which inspired our national struggle for freedom.

In the year 2020-2021 Independence Day, Teachers day, Gandhi Jayanti, Rashtriya Ekta Diwas, Constitution Day, Armed Forces Flagship Day, Human rights Day and Voters Day were celebrated.

Due to pandemic circumstances, all programs organized on the online platform

- Activities conducted for promotion of universal Values and Ethics Activity Duration From Duration To Number of participants

Swantranta Diwas (Importance of Liberty) 15/08/2020

Sadbhawana Diwas (Communal harmony) 20/08/2020

Gandhian Philosophy and Feminism 27/08/2020

Teachers day 05/09/2020

Hindi Diwas 14/09/2019 14/09/2019 200

Youth Resolution Day-Activities - Essay, Poster, Painting Competitions on Gandhian ethics 24/09/2020

Rashtriya Sankalp Diwas (Oath for National Integrity) 31/10/2020 National

Voters day was observed on 25th January 2021.

Rashtriya Sadbhavna Diwas too was celebrated on 20th August 2020. Ek Bharat Shrestha Bharat is an ambitious program that focuses on the unity of our country. Under the auspices of Dr. Leena Paradkerthis program,

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

BEST PRACTICE 2020-21

Practice I

Health,Nutritional and Covid-19 Awareness among staff andGirls

1. Title of the Practice: Health and Nutritional and Covid -19 Awareness in Girls.

2. Objective of the Practice: Mata Jija Bai Government Girls P.G. College Indore Madhya Pradesh has the second-highest number of Girl Students and in the Year 2020 almost 9517 girl students were admitted. According to the W.H.O. report, 80% of Indian women are Anemic. If the Girls are healthy they will grow up into healthy

women. A Healthy Lady will deliver a healthy baby. So the objectives of practice are:

- a. To create awareness amongst Girls about health so that they can prevent themselves from various diseases.
- b. To improve the health status of underprivileged girls.
- c. To create awareness for HIV/AIDS.
- d. To create awareness amongst students for the prevention of Covid-19.
- e. To ensure each and every student and staff of the college is fully vaccinated and has immunity to fight against Covid-19.

File Description	Documents
Best practices in the Institutional website	https://www.ggpgc.in/index.php/home/naacsevenone
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Mata Jijabai Girls Govt PG College Moti Tabela, Indore has been a favorite institution not only for the girls of the city of Indore but also of the towns and villages nearby Indore. This College has been a flag-bearing institute for girls' education science since 1956 when Madhya Bharat merged into Madhya Pradesh. It is one of the oldest institutions of higher education for girls in Madhya Pradesh. Our mission has firmly astride the test of time and the college has worked towards empowering the women force since the beginning of the institution We firmly believe that Grah Laxmi becomes Rashtra Laxmi in terms of national development. . The college education aims towards capacity building for skill development among girls, improved health and quality of life, and

communication for desirable behavioral change. The disciplines are artistic, creative, culturally rooted, and updated. The college Faculty and Students have responsibly engaged with people and communities, thereby fulfilling their role in making knowledge and information accessible to people.

File Description	Documents
Appropriate link in the institutional website	https://www.ggpvc.in/
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

FUTURE PLANS OF THE INSTITUTION

2020-2021

1. Clean ,Green and Polythene free Campus .
2. ., Academic audit by Academicians & Green Audit by concerning experts .
3. Workshop for students on skill development Programme .
4. Awareness programme on Entrepreneurship for Students .
5. Proposal for financial assistance to the Government department/Societies for organization of seminars .
6. Organization of more Seminars/Workshops on Use of ICT in Quality Teaching Learning and Research Methodology for quality research work.
7. More ICT enabled class-rooms.
8. Introduction of new courses in U.G. and P.G.
9. Online feedback system for students & other stakeholders.
10. Preparing for NAAC -3 Cycle.
11. To ensure quality of academic programs.
12. To organize variety of co-curricular activities for holistic development of student in present competitive world.