

**Submission of Annual Quality Assurance
Report (AQAR)
(2015 – 16)**



**Chandra Shekhar Azad
Government Post Graduate Nodal College
SEHORE
(Madhya Pradesh)
2015 – 16**

Part – A

AQAR for the year

2015 -16

1. Details of the Institution

1.1 Name of the Institution

Chandra Shekhar Azad Government Post Graduate Nodal College

1.2 Address Line 1

Near Bhopal Naka

Address Line 2

Sehore

City/Town

Sehore

State

Madhya Pradesh

Pin Code

466001

Institution e-mail address

hecsagleseh@mp.gov.in

Contact Nos.

07562-224156

Name of the Head of the Institution:

Dr. Virendra Kumar Shukla

Tel. No. with STD Code:

07562-222240

Mobile:

9303132889

Name of the IQAC Co-ordinator:

Dr. Anil Rajput

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	78.55	2007	2012
2	2 nd Cycle	B	2.80	2016	2021

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

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

- i. AQAR 2011 -12 submitted to NAAC on 20/12/2012
- ii. AQAR 2012 -13 submitted to NAAC on 20/12/2013
- iii. AQAR 2013 -14 submitted to NAAC on 25/12/2014
- iv. AQAR 2014 -15 submitted to NAAC on 24/01/2016

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

NA

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

Barkatullah University, Bhopal

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

Autonomy by State/Central Govt. / University

NA

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="00"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="11"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="04"/> Faculty <input type="text" value="04"/>
	Non-Teaching Staff <input type="text" value="04"/> Students <input type="text" value="04"/> Alumni <input type="text" value="01"/> Others <input type="text" value="00"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text" value=""/> No <input type="text" value=""/>
If yes, mention the amount	<input type="text" value="NA"/> <input type="text" value=""/> <input checked="" type="checkbox"/>
2.13 Seminars and Conferences (only quality related)	

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

Total Nos. International National State Institution Level

(ii) Themes

Workshop on Digital Locker

2.14 Significant Activities and contributions made by IQAC

1. Two workshops and three seminars were organized.
2. Management of accreditation by NAAC.
3. Seminar on E-Library.
4. Electrification on the reading room.
5. Upgrading the college library.
6. Renovation of the old toilets.

2.15 Plan of Action by IQAC/Outcome

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

- For the NAAC accreditation in this session, the onus would be on quality enhancement of the college. In this regard, the following plan of action was chalked out :-

Plan of Action		Achievements
1.	Workshop to be conducted on Digital Locker.	√
2.	Model Chemistry lab to be set up.	√
3.	Publication of a research journal.	√
4.	Submission of LoI.	√
5.	Formal registration of the college Alumni Association.	√
6.	Establishment of more smart class rooms.	√

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

NA

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	06	00	00	00
PG	13	00	01	00
UG	16	00	05	00
PG Diploma	01	00	01	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
Total	36	00	07	00

Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All Programmes
Trimester	00
Annual	00

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

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

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

Not applicable

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

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	30	00	11	00

2.2 No. of permanent faculty with Ph.D.

26

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	07	00	00	00	00	00	00		07

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	36	05
Presented papers	04	24	05
Resource Persons	00	05	02

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

Innovative techniques of teaching with the help of audio – video and multi-media aids.

2.7 Total No. of actual teaching days during this academic year

191

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Continuous Comprehensive Evaluation

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

05 00 00

2.10 Average percentage of attendance of students

78

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.C.A.	16	0	25	38	25	88
B.A.	184	2	20	29	33	84
B.Com	44	0	19	24	40	83
B.Com. CA	49	0	17	26	42	85
B.Sc. MATHS	38	0	16	29	42	87
B.Sc. CS	31	0	11	26	47	84
B.Sc. IT	25	0	9	28	39	76
B.Sc. Biotec	76	0	13	32	38	83
B.Sc. Bio Plain	43	0	22	28	32	82
B.Sc. Aquaculture	21	0	7	17	58	82
M.A. Economics	9	0	11	31	39	81
M.A. Hindi	40	0	24	37	22	83
M.A. Geography	4	0	2	27	42	71
M.A. Sociology	11	0	18	29	36	83
M.A. English	4	0	9	22	38	69
M.A. Political Sci.	10	0	17	23	38	78
M.Sc. Chemistry	8	0	8	17	38	63
M.Sc. Maths	12	0	11	21	42	74
M.Sc. Zoology	13	0	10	18	44	72
M.Sc. Botany	20	0	11	21	47	79
M.Sc. Physics	12	0	12	28	38	78
M.Com.	28	0	21	31	38	90
P.G.D.C.A.	30	0	29	32	28	89
M.Sc Biotech	4	0	0	36	34	70
L.L.B.	44	0	14	29	42	85

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

By holding meetings with faculties and students, IQAC executes and evaluates teaching learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01

Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	02
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	12	00	00
Technical Staff	07	02	00	00

Criterion – III

3. Research, Consultancy and Extension

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

Nil

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	00	Nil	Nil
Outlay in Rs. Lakhs	160000	00	00	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	09	03	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	00	06	01

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	18 Month	UGC	200000	160000
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	18 Month	UGC	200000	160000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

05

05

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

02

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level 01

National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level 02 State level Nil

National level Nil International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil

National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil

National level Nil International level Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	05		
NCC	03	NSS	02	Any other	Nil

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

- Madya Nishedh Saptaha
- Komi Ekta Saptah
- Cleanliness drive near School.
- Blood donation.
- Prime Minister Jan-dhan Yojna Programme

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	24.79 Acr	00	00	24.79
Class rooms	25	00	00	25
Laboratories	09	00	00	00
Seminar Halls	02	00	00	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	05	00	M.P. Govt.	05
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Nil	-	Nil
Others	00	00	00	00

4.2 Computerization of administration and library

Partially automated library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	42960	1401300 0	9000	578000	51960	14591000
Reference Books	13115	1071700 0	203	178000	13318	10895000
e-Books	97000+					
Journals	10	250000	-	-	10	250000
e-Journals	6000+					
Digital Database						
CD & Video						
Others (specify)						

* e-Books and e-Journals Subscribes by N-List Programme Under INFLIBNET Center
Gandhi Nagar Gujrat

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	82	02	02	00	Nil	01	21	00
Added	22	-	-	00		01		00
Total	104	02	02	00	00	02	21	00

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

01 E- Governance Program

4.6 Amount spent on maintenance in lakhs :

i) ICT	00
ii) Campus Infrastructure and facilities	547452/-
iii) Equipments	00
iv) Others	00
Total :	547452/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC suggests and directs the executive council of the college to take up matters related to the student support services and various related cells like Vivekanand Career Guidance Cell, Placement Cell etc.

5.2 Efforts made by the institution for tracking the progression

Regular monitoring by the IQAC and the head of the institution of all the activities related to the execution of the decisions taken by the IQAC.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2115	704	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	1469	69.45		646	30.54

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
324	893	180	1019	00	2416	347	963	223	1286	00	2819

Demand ratio

Dropout %

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

Personality Development and Competition Exam Prepration Training by Nanlanda Computer and Professional Training Institute Indore.

No. of students beneficiaries

45

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Personality Development and Competition Exam Preparation Training by Nanlanda Computer and Professional Training Institute Indore.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	663	37	Nil

5.8 Details of gender sensitization programmes

Gender sensitization programmes organized by NSS and NCC units regularly.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	1843	11614250
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: __Nil_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

We envision an atmosphere which produces a pool of Intellectuals, responsible, cultured and enlightened citizen who are valuable asset to the nation and by taking special care to channelize the energy of the youth in learning, exploring and integrating human values so that they found an outlet for their creative spirit and knowledge.

The mission of the college is,

*To provide quality education to its students and empower them to meet the challenges of the highly competitive world.

* To equip the students with knowledge and skills and inculcate in them qualities of competence, confidence and excellence, particularly those who belong to the rural, weak and disadvantaged class of society.

*To focus on all-round development of the personality of the students and work to develop in them a sense of responsibility, team-spirit, leadership skills and sound communication skills..

6.2 Does the Institution has a management Information System

No.

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

6.3.1 Curriculum Development

Some of the faculties are members in the University board of studies.

6.3.2 Teaching and Learning

Promotion of ICT tools, educational tours and workshops.

6.3.3 Examination and Evaluation

Implementation of innovative modes of conducting CCE.

6.3.4 Research and Development

Establishment of "Sodh Vikas Samanvay Prakoshta".

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library automation started.

Construction and renovation of toilets.

Ramp facility provided to the physically challenged students.

6.3.6 Human Resource Management

Various work committees are setup to utilize and manage human resource available in the college.

6.3.7 Faculty and Staff recruitment

Guest faculties are recruited by Janbahgidari Samitee.

Assistances and attendants are also engaged on daily wages through Janbahgidari fund.

6.3.8 Industry Interaction / Collaboration

Rojgar Mela, Campus placement drive are organized in the college and various companies are invited.

6.3.9 Admission of Students

Counselling through College Chalho Abhiyan.

Online admission process has been adopted.

6.4 Welfare schemes for

Teaching	All government schemes are implemented
Non teaching	All government schemes are implemented
Students	12 Schemes

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Department of Higher Education	Yes	IQAC
Administrative	Yes	Department of Higher Education	Yes	Principal

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association gives continuous suggestions for the welfare of the students.

6.12 Activities and support from the Parent – Teacher Association

Contributing to concealing and solving the psychological Issue.

6.13 Development programmes for support staff

1. Training Programmes for the support staff are organized continuously.
2. Student admission and account process has been computerized and related training was given to the clerical staff.

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

Campus was declared as Smoke free zone.
Use of eco friendly electric devices promoted.
Tree plantation drive conducted.

Criterion – VII

7. Innovations and Best Practices

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

Publication of a Research Journal of the institution in which not only the scholars of Sehore district but also the scholars of near by districts published their research papers. This research journal entertained the scholars of every branch mainly science, commerce and humanities. The knowledge exchange in this manner was of great help to the students who got an idea about writing research papers and publishing.

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

- Submission of Lol.
- Proposal for a model Chemistry Lab. designed.
- RO facility for drinking water.
- Medal distribution to the merit holders.
- Formal registration of the college Alumni Association completed.
- Three seminars and two workshops were organised.
- A multi disciplinary research journal, "Shodh Darshan" was published.

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

1. **Blood Donation :- Saving Lives**

The purpose of education is making students responsible towards society and transforming the lives of the people around. Keeping in view this aspect, our students have been involved in saving lives of the sick and needy and injured persons by donating blood in camps organized by the civil hospital and also in NSS and NCC camps. The girls as well as the boys of the college come forward to donate blood on NCC day each year. This practice teaches the students to be helpful and responsible citizens and makes them agents of hope and humanity. About 50 students have participated in blood donation drives this session.

- #### 2. **Disaster Management:** - In order to keep the students ready for every circumstance, mishap and accidents, regular workshops and mock drills are organized in the college. In these programs, the students are trained in a way that they can cope up with the mishap and mitigate the impact of the disaster. They are also trained to be of service to the community at large by providing them necessary first aid and treatment. The mock drills being regularly organized hone the skills of the students and make them alert and aware.

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

7.4 Contribution to environmental awareness / protection

- Regular tree plantation activities within and outside the campus.
- Promotion of use of bicycles instead of petrol/diesel bikes among students.
- Efforts were made towards controlling air pollution by promotion of bicycle use instead of petrol/diesel bikes among students. Cycle rallies were promoted while observing key events like Anti Tobacco Day, Environment Day etc.
- For water conservation, cleaning of water bodies and canals in villages done.

7.5 Whether environmental audit was conducted? Yes No

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

NA

8. Plans of institution for next year

- Designing of a proposal for a well equipped auditorium.
- Automation of library to be completed.
- Creation of a separate examination cell.
- Construction of one more computer lab.
- Purchase of new equipments for the college laboratories.
