

# IQAC Submission

Academic Year to which AQAR has to be submitted : 2019-2020



## Yearly Status Report - 2019-2020

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	<b>GOVT. COLLEGE TIMARNI</b>
Name of the head of the Institution	<b>Dr. Vinita Raghuwashi</b>
Designation	<b>Principal (in-charge)</b>
Does the Institution function from own campus	<b>Yes</b>
Phone no/Alternate Phone no.	<b>07573292018</b>
Mobile no.	<b>9826335243</b>
Registered Email	<b>hegctimhar@mp.gov.in</b>
Alternate Email	<b>gdc3208@gmail.com</b>
Address	<b>Rahatgaon Road Timarni</b>
City/Town	<b>Timarni</b>
State/UT	<b>Madhya Pradesh</b>
Pincode	<b>461228</b>
<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>

Type of Institution	Co-education																								
Location	Rural																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr. J.K. Jain																								
Phone no/Alternate Phone no.	07573292018																								
Mobile no.	9826335243																								
Registered Email	gdctimiqac@gmail.com																								
Alternate Email	maths.neeraj@gmail.com																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="http://gdctimarni.in/pdf/AQAR/AQAR2018.pdf">http://gdctimarni.in/pdf/AQAR/AQAR2018.pdf</a> ( <a href="http://gdctimarni.in/pdf/AQAR/AQAR2018.pdf">http://gdctimarni.in/pdf/AQAR/AQAR2018.pdf</a> )																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.gdctimarni.in">http://www.gdctimarni.in</a> ( <a href="http://www.gdctimarni.in">http://www.gdctimarni.in</a> )																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>75.25</td> <td>2007</td> <td>10-Feb-2007</td> <td>09-Feb-2012</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.25</td> <td>2016</td> <td>05-Nov-2016</td> <td>04-Nov-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	75.25	2007	10-Feb-2007	09-Feb-2012	2	B	2.25	2016	05-Nov-2016	04-Nov-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B+	75.25	2007	10-Feb-2007	09-Feb-2012																				
2	B	2.25	2016	05-Nov-2016	04-Nov-2021																				
<b>6. Date of Establishment of IQAC</b>			30-Mar-2007																						
<b>7. Internal Quality Assurance System</b>																									

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Alumini meet organized	11- Mar-2019 01	62
IQAC Meeting	03- Jun-2019 01	16
IQAC Meeting	01- Oct-2019 01	15
IQAC Meeting	20- Dec-2019 01	17
IQAC Meeting	02- Feb-2020 01	17
Three days Induction Program organized	17- Sep-2019 03	95
Three days Book Exhibition Organized	07- Nov-2019 03	560
Industrial tour organized	19- Jan-2020 01	31
College chalo abhiyan organized	24- Jan-2019 04	638

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Quality\\_Initiatives/18307\\_Quality\\_Initiatives.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Quality_Initiatives/18307_Quality_Initiatives.xlsx))

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT /ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0

No Files Uploaded !!!

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	<b>Yes</b>
Upload latest notification of formation of IQAC	<b>View</b> <b>File</b> ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Formation/18307_Formation.pdf">https://assessmentonline.naac.gov.in/public/Postacc/Formation/18307_Formation.pdf</a> )
<b>10. Number of IQAC meetings held during the year :</b>	<b>4</b>
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	<b>Yes</b>
Upload the minutes of meeting and action taken report	<b>View</b> <b>File</b> ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Meeting_minutes/18307_Minutes.pdf">https://assessmentonline.naac.gov.in/public/Postacc/Meeting_minutes/18307_Minutes.pdf</a> )
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
IQAC has taken initiative to organize workshops on "ethics and moral values " and for wellness of girls students	
IQAC has taken initiative to organize a 7 days Nss camp and one day industrial visit under career guidance scheme	
IQAC has taken initiative to organize College Chalo Campaign , Alumni meet, and various activities on National Voter's Day	
IQAC has taken initiatives to organize youth festival and three days induction program for new students.	
IQAC has taken initiatives to organize three days book exhibition for creating interest in books reading.	
<b>View File</b> ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Contribution/18307_Contribution.xlsx">https://assessmentonline.naac.gov.in/public/Postacc/Contribution/18307_Contribution.xlsx</a> )	

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Enhancing Quality of Teaching and Learning	Implementation of Teachers Diary that contains detailed information regarding the teaching plan, execution, and recording of the daywise activities of the teacher.
Motivating the research culture	Many guest feculties started Ph.D and Some faculties published books and research papers from international publication
Enhancing results	1. Three days book exhibition organized for creating interest in book reading 2. Three days induction program organized
Sports Initiatives	Two sports officers appointed and students have received many awards
Enhancing Value-based education program	Organized workshops on Moral values and for girls health wellfair
To organize NSS camp	A seven day camp organized
To organize Youth festival, Anual festival , Alumni meet , various activities on National voter's day	Youth festival, Anual festival and Alumni meet organized and celebrated National voter's day
To organize Industrial tour	A one industrial visit organized

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Quality/18307\\_Quality.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Quality/18307_Quality.xlsx))

**14. Whether AQAR was placed before statutory body ?**

**Yes**

Name of Statutory Body	Meeting Date
IQAC	03 -Feb- 2022

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

**No**

<b>16. Whether institutional data submitted to AISHE:</b>	<b>Yes</b>
Year of Submission	<b>2020</b>
Date of Submission	<b>02-Jul-2020</b>
<b>17. Does the Institution have Management Information System ?</b>	<b>Yes</b>

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The College has a Management Information System. The details are as follows: 1 College Website. 2 Electronic College Prospectus. 3 Webinars to host Academic Events, Student Paper Presentation, Annual Day and Farewell Functions in the Departments. 4 AISHE Data on MHRD Portal. 5 RTI Return Filing. 6 Online Procurement of Goods and Services through GeM. 7 The College uses Govt. of MP IFMIS. 8 The College receives grants from UGC for booking expenditure there on. 9 Accounting Software (Accounts Leader) for all financial data and management of accounting records. 10 Payroll Software for preparation of Salary, Pension and other related financial management. 11 Vigilance Mechanism and student grievance system (Llof CM Helpline) established and monitored time to time. 12 Regular Reporting and Approval of the Governing Body of the College. 13 Regular Meetings of the Staff Council for Reporting and Approval. 14 Annual Academic Review Meeting to take stock of the academic infrastructure and academic. 15 Facilities and achievements of the College and plan for the next academic session. 16 Student Information System (SIS) which collects all data related to student's admission and fees. 17 Dedicated Student Fee Portal for College Fee and Examination Fee etc. 18 Online Examination Form. 19 Online Monthly Salary Slips sent to the Faculty. 20 Student Internal Assessment System, which maintains attendance Data and Internal

Assessment Component of Final Examination. 21 Live Streaming Infrastructure and Facility through LAN 22 Online Student Feedback System. 23 Library Management - Soul 2.0 software. 24 College Calendar to inform the Academic event of the College. 25 Career Guidance and Placement Cell. 26 Online quizzes, webinars on National and International level. 27 Online SMS Notification.

## Part B



**CRITERION I - CURRICULAR ASPECTS****1.1 - Curriculum Planning and Implementation**

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College has the mechanism for delivery and documentation of the curriculum set by the University to achieve the educational, social and cultural objectives. The process involves a number of specific decisions taken at the Staff Council and Department Committees to determine workload, allocation of work, preparation of Time Table and recruitment. The College identifies extension and tertiary activities that dovetail into teaching material and enrich it further. Every department has the space to intervene to enhance and enrich the learning and learning outcomes - research and knowledge - through the curriculum. Departments organize field trips and organize Seminars through online mode. The curriculum is further documented and effectively delivered by the use of ICT tools and e-resources by the faculty. These centres have facilitated the expansion of the prescribed syllabus in multiple directions and have encouraged students to undertake various projects and courses with expert guidance from their mentors. The essential components of the curriculum include the acquisition of related skills, handling technology, and application-based testing to consolidate theoretical learning. For the effective delivery and documentation of the curriculum, the College has a fully-equipped studio, editing bays, and audio-visual production centers. Cameras, laptops, recording equipment and other ICT tools and e-resources are made available to the students to enable them to undertake their curricular tasks. The logistics of the delivery and documentation of the curriculum involve the IQAC and the committees of the Staff Council. The college organizes Orientations for the students to help them make an informed choice on the Options to be offered in the current year and semester. The Options chosen by the students determine the number of class sections. Based on the information provided by the staff council, prepares the estimated workload of each department and the teacher requirement for the current year and semester, by the rules of the Barkatullah University. The departments of the college prepare the Time Table based on the precise calculations, as per the rules of the University, upload this information on the College Website, and display the room-wise Time Table, at least one week before the commencement of the academic year and semester. In tandem, the faculty uploads Work Plans on the College Website before the beginning of the new academic year and semester. before the start of the academic year, the Academic Calendar is provided by the university for both the yearly and semester system, and the Schedule for submission of Internal Assessment Data is issued by

HODs of all departments. Departments organize their academic tasks and activities accordingly. These mechanisms ensure the smooth and effective delivery and documentation of the curriculum. with this, all other activities like youth festivals, sports activities, student council elections, etc. are executed according to the given academic calendar.

#### 1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL		0	NIL	NIL

#### 1.2 - Academic Flexibility

##### 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
	NIL	

No file uploaded.

##### 1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
	NIL	

##### 1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

#### 1.3 - Curriculum Enrichment

##### 1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL		0

No file uploaded.

##### 1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Political Science, Sociology, Economics	51
MCom	Management	30
MSc	Computer Science	10

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Projects\\_undertaken/18307\\_Projects\\_undertaken\\_1648629099.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Projects_undertaken/18307_Projects_undertaken_1648629099.xlsx))

#### 1.4 - Feedback System

##### 1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

#### Feedback Obtained

The feedback is taken by the IQAC on teaching and infrastructure from the students During the current academic session. The feedback includes information on pedagogy, discipline, and teaching ethics. It also includes views on infrastructure like the college canteen, laboratory facilities, sports facilities, etc. The feedback is collected by the Random Sampling method and Analyzed by the Simple percentage method. The feedback reports were shared with the teachers and were also discussed in separate meetings with the IQAC and Principal. The Feedback is reviewed by the IQAC and certain modifications were suggested so that precise quantitative and qualitative feedback can be got from the students.

## CRITERION II - TEACHING- LEARNING AND EVALUATION

### 2.1 - Student Enrolment and Profile

#### 2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ARTS	576	610	1061
BCom	COMMERCE	393	350	738
BSc	SCIENCE	266	207	329
BBA	BUSINESS ADMINISTRATION	60	76	70
BCA	COMPUTER APPLICATION	30	38	29
MA	ARTS	141	110	190
MCom	COMMERCE	58	68	87
MSc	COMPUTER APPLICATION	22	19	29

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Demand\\_ratio/18307\\_Demand\\_ratio\\_1656485157.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Demand_ratio/18307_Demand_ratio_1656485157.xlsx))

### 2.2 - Catering to Student Diversity

#### 2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2228	306	22	5	5

### 2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
29	29	14	5	1	0

**View File of ICT Tools and resources**  
**([https://assessmentonline.naac.gov.in/public/Postacc/ict\\_tools/18307\\_ict\\_tools\\_1648629029.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/ict_tools/18307_ict_tools_1648629029.xlsx))**

**No file uploaded.**

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Teacher Guardian Scheme is implemented in the institute wherein in case of BSC, 50 to 60 students and in case of BCOM and BA nearly 100 students are assigned to a faculty member who acts as their mentor for the entire program duration. Mentor regularly interacts with the students and monitor their academic performance and attendance. Students are counselled by the mentors, subject faculties and HOD for improving their academic performance and attendance. Mentors counsel the students regarding their performance and schedule additional lectures/practical's. At first year level, students academic and personal issues of concern are well looked after by the mentors. The critical cases are handled in first year by giving some responsibility to the students. This way the students realize their responsibilities at the early stage itself. Mentoring system is followed by all departments. The students are given guidance for career, personal, besides academic issues. A special arrangement also, is made available to the students to deal with psychosocial issues arising in cases like bread earner in the family etc. the mentors allocated to the students will council same group of students for second year and final year, i.e. the same set of students will be monitored and counselled till they have passed the course. The meetings of mentorship are conducted regular organized, in which students meet their mentors for academic and personal issues. The students who have less attendance and who have missed their internal tests are paid special attention from mentors' side. Even the students with many issues are asked to call parents for parents- mentor meetings. The mentor is also responsible to provide counselling to the student and provide guidance regarding personal and academic issues. The mentor keeps track on their improvements and counsels them accordingly. The role of the mentor is to nurture the student and guide them for any issues they are coming across. A large number of students who want to perceive the professional course are quite focused, still they may fall short of score to be promoted to above sections. Such students are given counselling by the mentors and the subject teachers and remedial lectures are conducted. Students are supported and guided both in co-curricular and extracurricular activities. The mentors of the class discuss with student and supports them in all the possible ways to enrich their academic performance. The mentors always keep a check on the attendance of the student, the marks obtained in the internals externals examinations, and regarding his/her candidature provides remedial classes.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2534	28	1 : 91

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
13	13	0	10	5

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
	NIL		NA	
No file uploaded.				
2.5 - Evaluation Process and Reforms				
2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	C028	III YEAR	15/09/2020	12/12/2020
BCom	C032, C198	III YEAR	15/09/2020	18/11/2020
BSc	C116, C085, C137	III YEAR	15/09/2020	03/12/2020
BBA	C029	III YEAR	15/09/2020	05/12/2020
BCA	C030	III YEAR	15/09/2020	17/11/2020
MA	C005, C018, C026	II YEAR	15/09/2020	19/11/2020
MCom	C031	II YEAR	15/09/2020	19/11/2020
MSc	C046	II YEAR	15/09/2020	18/11/2020
View File ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Evaluation/18307_Evaluation_1656486741.xlsx">https://assessmentonline.naac.gov.in/public/Postacc/Evaluation/18307_Evaluation_1656486741.xlsx</a> )				
2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				

The Institute is affiliated to Barkatullah University, Bhopal and follows the examination pattern of the university. Barkatullah University guidelines are strictly adhered to with respect to evaluation process. There are two Internal tests conducted. The schedules of internal assessments are communicated to students and faculty in the beginning of the year through institute academic calendar which is prepared based on the university academic calendar. The institute has reformed the continuous internal evaluation system from faculty centric to student centric. The Institute Exam cell framed guidelines for conducting the CIE in line with calendar of the Affiliate University and the Institutions. As per the guidelines, the following reforms have been carried out effectively conducting CIE.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute ensures proper time management system and follows the timeline given by the Barkatullah university and adheres to it. The college carries out effective planning to stick to academic calendar given by Barkatullah university. As a result, it allows the teachers and the students to space out their teaching and learning and regular assessment of the same. The college has undergraduate programme and conducts assessment in three different components i.e., theory, practical viva-voice. The institute follows the pattern and marks distribution as per the format given by the Barkatullah university. Internal tests are conducted and it is spread out evenly and properly spaced so as to avoid pressuring the students with too many examinations. By following the institution academic calendar, every department creates its own internal calendar to ensure timely departmental activities and the same is followed by each teacher strictly. The topics and chapters are divided keeping in mind the academic calendar and a proper timeline is created so as to allows the students to complete the given syllabus within the scheduled time. The entire departmental activities are planned keeping in mind the institutional academic calendar so that various department activities can be carried out in a smooth manner. The performance and participation of students in field of sports, NSS, cultural and other extra- curricular activities also form basis of their continuous internal evaluation system. Such system evaluates the real learning of students by assessing their memory and regularity in learning

2.6 - Student Performance and Learning Outcomes



2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://gdctimarni.in/pdf/CO.pdf> (<http://gdctimarni.in/pdf/CO.pdf>)

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C046	MSc	COMPUTER APPLICATION	13	12	92.30
C031	MCom	COMMERCE	31	26	83.87
C018, C026, C005	MA	POLITICAL SCIENCE, SOCIOLOGY, ECONOMICS	59	56	94.19
C030	BCA	COMPUTER APPLICATION	20	19	95
C029	BBA	BUSINESS ADMINISTRATION	8	8	100
C137, C116, 085	BSc	SCIENCE	117	117	100
C032, C198	BCom	Commerce	190	188	98.40
C028	BA	ARTS	276	271	98.80

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Pass\\_percentage/18307\\_Pass\\_percentage\\_1648636586.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Pass_percentage/18307_Pass_percentage_1648636586.xlsx))

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://drive.google.com/file/d/1zu5GF8ViAWl7UOgI2wb6dyLHug0PLChD/view?usp=sharing>

### CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year	
<b>Interdisciplinary Projects</b>	0	0	0	0	
<b>Minor Projects</b>	0	0	0	0	
<b>Major Projects</b>	0	0	0	0	
<b>No file uploaded.</b>					
<b>3.2 - Innovation Ecosystem</b>					
3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year					
Title of workshop/seminar		Name of the Dept.		Date	
NIL		NIL			
3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year					
Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category	
NIL	NIL	NIL			
<b>No file uploaded.</b>					
3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year					
Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	
<b>No file uploaded.</b>					
<b>3.3 - Research Publications and Awards</b>					
3.3.1 - Incentive to the teachers who receive recognition/awards					
State	National		International		
0	0		0		
3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)					
Name of the Department			Number of PhD's Awarded		
0			0		
3.3.3 - Research Publications in the Journals notified on UGC website during the year					
Type	Department	Number of Publication		Average Impact Factor (if any)	
International	Mathematics	1		0.65	
<b>View File (<a href="https://assessmentonline.naac.gov.in/public/Postacc/journals_notified_on_UGC/18307_journals_notified_on_UGC_1652168471.xlsx">https://assessmentonline.naac.gov.in/public/Postacc/journals_notified_on_UGC/18307_journals_notified_on_UGC_1652168471.xlsx</a>)</b>					
3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year					

Department		Number of Publication				
Mathematics		1				
View File ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Books_and_Chapters/18307_Books_and_Chapters_1652168556.xlsx">https://assessmentonline.naac.gov.in/public/Postacc/Books_and_Chapters/18307_Books_and_Chapters_1652168556.xlsx</a> )						
3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index						
Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
The Pb -cone metric spaces over Banach algebras with applications	Jerolina Fernandez , Neeraj Malviya , Diana Djekic Dolicanin , Dzenis Pucic	FILOMAT	2020		Govt.. College Timarni, Harda	3
View File ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Bibliometrics/18307_Bibliometrics_1651059932.xlsx">https://assessmentonline.naac.gov.in/public/Postacc/Bibliometrics/18307_Bibliometrics_1651059932.xlsx</a> )						
3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0		0	0	0
No file uploaded.						
3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :						
Number of Faculty			International	National	State	Local
Attended/Seminars/Workshops			17	54	11	0
Presented papers			0	1	0	0
View File ( <a href="https://assessmentonline.naac.gov.in/public/Postacc/Faculty_participation/18307_Faculty_participation_1652169543.xlsx">https://assessmentonline.naac.gov.in/public/Postacc/Faculty_participation/18307_Faculty_participation_1652169543.xlsx</a> )						
3.4 - Extension Activities						
3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>Plantation</b>	<b>NCC BOYS UNIT</b>	<b>1</b>	<b>59</b>
<b>International Deaddiction Day program</b>	<b>NCC BOYS UNIT</b>	<b>1</b>	<b>36</b>
<b>Clean India Movement</b>	<b>NCC GIRLS UNIT</b>	<b>1</b>	<b>49</b>
<b>My Duty my earth</b>	<b>NCC GIRLS UNIT</b>	<b>1</b>	<b>46</b>
<b>Blood Donation Camp</b>	<b>NCC BOYS UNIT</b>	<b>1</b>	<b>13</b>

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Extension/18307\\_Extension\\_1652175520.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Extension/18307_Extension_1652175520.xlsx))**

**3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year**

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>00</b>	<b>00</b>	<b>00</b>	<b>0</b>

**No file uploaded.**

**3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year**

Name of the scheme	Organising unit/Agency /collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
<b>00</b>	<b>00</b>	<b>00</b>	<b>0</b>	<b>0</b>

**No file uploaded.**

### **3.5 - Collaborations**

**3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year**

Nature of activity	Participant	Source of financial support	Duration
<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>

**No file uploaded.**

**3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year**

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	NICE COMPUTER, 9826587353	01/02/2020	29/02/2020	PG Students
Internship	Internship	NEA COMPUETR, HARDA, 9826816685	01/02/2020	29/02/2020	PG STUDENTS
Internship	Internship	AISECT COMPUTER, TIMARNI, 9826897704	01/02/2020	29/02/2020	PG Students

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Linkages/18307\\_Linkages\\_1656487686.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Linkages/18307_Linkages_1656487686.xlsx))**

3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL		NIL	0

**No file uploaded.**

## **CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1 - Physical Facilities**

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	166894

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/augmentation\\_details/18307\\_augmentation\\_details\\_1649330147.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/augmentation_details/18307_augmentation_details_1649330147.xlsx))**

### **4.2 - Library as a Learning Resource**

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL SOFTWARE	Partially	2.0	2012

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
<b>Text Books</b>	<b>19168</b>	<b>1199982</b>	<b>265</b>	<b>65795</b>	<b>19433</b>	<b>1265777</b>
<b>Reference Books</b>	<b>5458</b>	<b>1099157</b>	<b>22</b>	<b>2670</b>	<b>5480</b>	<b>1101827</b>
<b>e-Books</b>	<b>59</b>	<b>43981</b>	<b>0</b>	<b>0</b>	<b>59</b>	<b>43981</b>
<b>Journals</b>	<b>2</b>	<b>6257</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>6257</b>
<b>Others (specify)</b>	<b>0</b>	<b>0</b>	<b>918</b>	<b>339342</b>	<b>918</b>	<b>339342</b>

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Library/18307\\_Library\\_1649330197.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Library/18307_Library_1649330197.xlsx))**

4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	

**No file uploaded.**

### 4.3 - IT Infrastructure

#### 4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
<b>Existing</b>	<b>110</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>Added</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>110</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>0</b>

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

**6 MBPS/ GBPS**

#### 4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>NIL</b>	<b>( )</b>

### 4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
<b>0</b>	<b>9433220</b>	<b>0</b>	<b>725965</b>

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities. Classroom being the most primary and important work space it is managed with proper systems and procedures as recommended by the college teachers and staff members and the Principal of the college in accordance with Local Management Committee (Janbhagidari Samiti). It is followed keeping in mind the modern teaching learning environment. The classrooms are well equipped with all modern technology like the smart boards, mike systems, and other technologies for better and effective teaching. CCTVs installed in each classroom to make sure of the safety and the security of all students, teachers and equipment. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis .all the modern teaching technology, proper reporting system about repairs and replacements are the basic attributes of classroom management. This also includes the asset management that forms the core in the working of the college. As the College has Undergraduate Science Faculties along with Post graduate course (Self Finance) in M.Sc.Computer science. Science faculties which constitute with Zoology Lab, Botany Lab, Physics Lab, and Chemistry Lab well versed with lab equipments, glassware, chemicals, white boards and one computer in each department with LAN facility. M.Sc.Computer Science Lab having all the ICT tools like computer with LAN facility, projector etc.The Laboratory policy forms the core in the working of the institution. While the Laboratory has several instruments and equipment, the same is maintained annually on regular basis. The Locations of laboratory are very safe and fire extinguishers help to assure protective measures to minimize the causalities along with these general Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab. The library of the college has its own mechanisms and system in place to identify the purchases based on the courses offered, check on the facilities to be provided for the students and the staff. Generally, the norms conform to the institutional policies and the policies of the parent body. Yearly statistics for utilization of library resources helps in collective development policy of the library. Withdrawal of books and other reading material which is not useful for current references is done on a regular basis. The college provides facilities for the following sports: Cricket, Kabbadi, Table -Tennis, Kho-Kho, Tennis, Volleyball, Weight Lifting, Gymming and Yoga. The sports committee schedules their activity as per the

sports calendar provided by the university annually which includes various inter departmental, district and divisional level tournaments Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and inters collegiate level. For holistic development, students are encouraged to participate in the competitions. Sports competitions are organized according to the sports calendar of the MP Higher Education Department. In the college Tennis Ball, Chess Board, Table-Tennis board for students is also available where students.

<http://gdctimarni.in/pdf/infrasture%20details%202019-2020.pdf> (<http://gdctimarni.in/pdf/infrasture%20details%202019-2020.pdf>)

## CRITERION V - STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Various Government and Non-Government Scheme	2476	12065481
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Scholarships/18307\\_Scholarships\\_1649236700.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Scholarships/18307_Scholarships_1649236700.xlsx))

5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL		0	00

No file uploaded.

5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
	NIL	0 "	0	0	0

No file uploaded.



5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
ShivShakti Group of Company, Bhopal	45	0	Government Non Government Organizations	6	6

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Placement/18307\\_Placement\\_1654935402.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Placement/18307_Placement_1654935402.xlsx))**

5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	BCA	Computer	Asian Institute of Technology	PGDM
2020	1	BCA	Computer	BITM BHOPAL	MBA
2020	1	BCA	Computer	Maharaja Ranjit Singh Group of institute, Indore	MCA
2020	2	BCA	Computer	Govt. Degree College Harda	Msc (C.S)
2020	1	BCA	Computer	LNCT college Bhopal	MCA
2020	1	BCA	Computer	Shri Govindram Seksaria Institute of Technology and Science Indore	MCA
2020	1	BCA	Computer	Samrat Ashok Technologies Institute Vidisha	MCA
2020	1	BA	ARTS	Indore School of Social Work	MSW

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Progression/18307\\_Progression\\_1649238100.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Progression/18307_Progression_1649238100.xlsx))**

5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
	0

**No file uploaded.**

5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
KHO-KHO	DISTRICT	24
KABBADDHI	UNIVERSITY	3
KABBADDHI	DISTRICT	15
KABBADDHI	DIVISION	6
BADMINTON	DISTRICT	7
BADMINTON	DIVISION	2
SOFTBALL	DIVISION	1
KUSTHI	DISTRICT	8
KUSTHI	DIVISION	5
CROSS COUNTRY	DIVISION	10

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Activities\\_Organised/18307\\_Activities\\_Organised\\_1649238512.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Activities_Organised/18307_Activities_Organised_1649238512.xlsx))**

### 5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	SILVER	National	1		00	AMISHA KALE

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/awards\\_in\\_activities/18307\\_awards\\_in\\_activities\\_1648980793.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/awards_in_activities/18307_awards_in_activities_1648980793.xlsx))**

5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Eco-club has been formed by the students in the college. There is a provision of student union in Madhya Pradesh in which class representatives are appointed but elections have not been held since last 5 years. One student representative has appointed in College IQAC cell Various social activities are conducted by the NSS and NCC students under the guidance of their In charge.

### 5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

<b>No</b>
<b>5.4.2 - No. of enrolled Alumni:</b>
0
<b>5.4.3 - Alumni contribution during the year (in Rupees) :</b>
0
<b>5.4.4 - Meetings/activities organized by Alumni Association :</b>
NIL
<b>CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>
<b>6.1 - Institutional Vision and Leadership</b>
<b>6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)</b>
<p>Various academic duties and responsibilities are shared by the college staff. Principal being the head of the institution delegates responsibilities to the professors by forming different committees. Faculty-in-charge is appointed for the seamless functioning of the three academic streams- Arts, Science and Commerce. Moving ahead the heads of the various departments share the academic and administration responsibility. Full autonomy is ensured to all the departments with regard to extra academic activities like curriculum designing (as per UGC norms) modification in evaluation system, organizing seminars (national international both) extension lectures and academic tours. This practice of decentralization has resulted in participative management with the onus of suggesting planning and executing lying with the faculty members of the various departments of the college. Formation of Committees at the central and department level also ensures participatory management in the institution.</p> <p>The college administration holds regular meetings where the teachers and the supporting staff are free to express their views. Every new project or system is first put up in a staff meeting and is then implemented and incorporated as per the suggestions received. Students also play an important role in the participative management and decision making for academic and other activities of the college. The college student union works for the welfare of the students. The students body under the supervision of the college authority organised different co-curricular activity.</p>
<b>6.1.2 - Does the institution have a Management Information System (MIS)?</b>
Yes
<b>6.2 - Strategy Development and Deployment</b>
<b>6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):</b>

Strategy Type	Details
Human Resource Management	The College not only works for the student, but it also provides a conducive environment for Staff and there are several welfare schemes available for the staff by the government. The permanent faculty is appointed by the department of higher education (M.P.). However the staff is also motivated to attend various trainings for personal and spiritual development. Though the permanent faculty is recruited by the government as well as guest faculty is also appointed by the department of higher education m.p.govt. The college recruits required guest faculty members for self-finance courses and contingency staff, as per the guidelines of the government.
Industry Interaction / Collaboration	Industrial visits and training is another regular practice of the institution. Students visit and receive training at Raja Barari dist.Harda of all dairy products, handlooms work wooden work etc and other neighboring industries. Students also attend Summer Internship Program in science. Commerce students visit local C.A. and local Auditor for internship.
Admission of Students	The institute offers both online and offline facilities for admission and payment of fees. Admission committees are formed for all streams and classes for seamless admission process. Admission is done as per the norms of the higher education. Admission process is based on the basis of merit list. To maintain transparency the list of students getting admission with their marks/percentages is declared time to time according to reservation rules for reserved category (SC/ST/OBC) are strictly followed by the college authority.

Curriculum Development	<p>Affiliated to Barkatullah University Bhopal, the college follows syllabus approved by the B.U.Bhopal for Studies for UG and PG, UGC program is followed. Board of studies regularly organized meeting every year by the departments and updation of the syllabus is done following UGC guideline. • The Board of studies comprises of the departmental faculty members, subject experts from colleges of repute and student representations. • While introducing a new course the feasibility, the relevance, academic requirement and its conformity with the vision and mission of the college is taken into consideration. For PG programme, seminar presentation, internal assessment and project work are part of evaluation other than semester examination.</p>
Teaching and Learning	<p>At the commencement of every session a central time-table is prepared on the basis of which the departments prepare their individual time table. The College prospectus offers information of the elective combination available at UG level (20 in Arts, 12 in Science and 2 in commerce) The traditional mode of education is supplemented by use of ICT, field work, guest lectures, projects, industrial visits etc. E- content of the syllabus prepared by the staff is uploaded at college website and CG portal. Free Wi-Fi internet connectivity in the campus ensures better usage of online learning resources. Following online teaching was done for the UG and PG students.</p>

<b>Examination and Evaluation</b>	Examination is conducted by the College Exam Cell and maintain all the protocols of Barkatullah University Bhopal. For PG programme semester system is followed where in each academic session has two semesters. For PG programme 20 marks are reserved for internal assessment ( Field work, internship and assignment) and 80 are allotted for final examination. For UG programme annual examination system is followed. For UG 10 marks are reserved for internal assessment (CCE- Continuous and Comprehensive Evaluation) and 90 for final examination. Exam committee consisting of Exam. Superintendent and Asst. Superintendent is formed for the smooth conduction of exams. Due to C-19 internal assessment was conducted in the form of assignments. The format of assignment was similar to final exam Question paper pattern. Also the exams for UG final year and PG fourth semester were conducted as open book examination.
<b>Research and Development</b>	Faculties from all departments actively engage in research by publishing their research work through reputed Journals and magazine and conferences.
<b>Library, ICT and Physical Infrastructure / Instrumentation</b>	The collection of books in the library is being upgraded every year. Updating of various lab in progress.
<b>6.2.2 - Implementation of e-governance in areas of operations:</b>	

E-governance area	Details
Examination	Since college is an affiliated to Barkatullah University Bhopal, the college follows the examination/evaluation system according to university. Different modes of CCE are followed by the college. Marks are displayed to the students and they are guided for improvement.
Finance and Accounts	Details of the employees related to finance are maintained through IFMS system. The college conducts regular audits of annual books of accounts. The administrative office keeps all financial records separately as per the events and transactions made for. The administrative office maintains the books of accounts properly which helps in auditing procedure.
Planning and Development	Committees are formed before the beginning of every academic session. A sketch is prepared for the development of college. Committees are formed to organize youth festival, Literary and cultural activities. Internal Quality Assurance Cell of the college organizes supervises the working/activities of the committees. The college for benefit of the students conducts various plans of the government. During the lockdown period under COVID-19 pandemic situation, the meetings of different committees, units, cells, departments have been conducted through online mode.
Finance and Accounts	Details of the employees related to finance are maintained through IFMS system. The college conducts regular audits of annual books of accounts. The administrative office keeps all financial records separately as per the events and transactions made for. The administrative office maintains the books of accounts properly which helps in auditing procedure.
Administration	Correspondence of college is done by on-line process and we are moving towards paperless system. Whats app official groups are made and urgent information is conveyed to staff by the mobile app.

<b>Student Admission and Support</b>	<p>Admission process is available to candidates in website <a href="https://epravesh.mponline.gov.in/">https://epravesh.mponline.gov.in/</a> of higher education department of M.P. Govt. All information about rules and regulation of admission gives in higher education website <a href="http://highereducation.mp.gov.in/">http://highereducation.mp.gov.in/</a>. Admission process is quite transparent as it is done on-line from registration of candidates to display of merit list. Admission committees are formed for admission to different courses in the college. Admission process of various courses involves registration of candidates on-line, verification of their documents and preparation of merit list on-line. While preparing the merit lists, reservation of seats for candidates belonging to SC, ST, and OBC (as per norms of M.P. Govt.) is also taken into consideration.</p>
--	--

### 6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	0

No file uploaded.

6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL				

No file uploaded.

6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0			0

No file uploaded.

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



Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
14	16	11	23

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
NA	NA	NA

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

The accounts of the college budget are audited internally and externally regularly. For the internal audit, an Audit inquiry committee of senior faculty members is constituted which inquires accounts regularly and submits the report to the principal. For the external audit, audit committees from Higher Education department Govt. of MP come to audit the accounts annually.

6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0

No file uploaded.

6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	
Administrative	Yes		Yes	

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

NIL

6.5.3 - Development programmes for support staff (at least three)

NIL

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

1 Three days Induction Program organized 2 Three days Book Exhibition Organized 3 Industrial tour organized 4 College chalo abhiyan organized 5 Alumini meet organized 6 Organized campus selection

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	<b>Yes</b>
b) Participation in NIRF	<b>No</b>
c) ISO certification	<b>No</b>
d) NBA or any other quality audit	<b>No</b>

#### 6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Three days Induction Program organized	17/09/2019	17/09/2019	19/09/2019	95
2019	Three days Book Exhibition Organized	07/11/2019	07/11/2019	09/11/2019	560
2020	College chalo abhiyan organized	24/01/2020	24/01/2020	28/01/2020	638
2020	Industrial tour organized	19/01/2020	19/01/2020	19/01/2020	31
2020	Alumini meet organized	11/03/2020	11/03/2020	11/03/2020	62
2020	Organized campus selection	26/05/2020	26/05/2020	26/05/2020	45

View File ([https://assessmentonline.naac.gov.in/public/Postacc/Quality\\_Initiatives\\_B/18307\\_Quality\\_Initiatives\\_B\\_1656493118.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Quality_Initiatives_B/18307_Quality_Initiatives_B_1656493118.xlsx))

### CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on Women Empowerment	08/03/2020		20	12
Escort girl students during Industrial visit	19/01/2020		45	30

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

**Percentage of power requirement of the University met by the renewable energy sources**

The college has taken the following initial importance and use of Solar Energy is promoted extensively. The college is quite aware of the need for energy conservation. More and more LED bulbs are being used to conserve energy. Switching off fans, lights, air-conditioners, computers and printers, other electrical and electronic equipment when not in use, is a regular practice. The college building and classrooms have adequate natural light and ventilation to lessen the use of electrical appliances in classrooms. Environment - Students and faculty members are always encouraged to use cloth/jute carry bags. Large variety of trees exists in the campus, which is being fortified with plantation of medicinal plants. Environmental studies are compulsory in Foundation Course in UG. Students and faculty members are encouraged for car-pooling, walking and for using public transportation to reduce pollution. Instead of fresh flower bouquets, saplings of Amla, Tulsi, Aloe vera, giloy, papaya, guava etc are presented to guests and teachers in college functions. There are 5 invertors in the college for power backup computer lab has a separate power backup arrangement.

**7.1.3 - Differently abled (Divyangjan) friendliness**

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	
Provision for lift	No	
Ramp/Rails	Yes	4
Braille Software/facilities	No	
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	
Any other similar facility	No	

**7.1.4 - Inclusion and Situatedness**

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019		1	14/11/2019	01	Induction Program	Awareness Program for new students	95
2019		1	25/11/2019	01	Blood Donation Camp	NCC Cadets donated blood	13
2019		1	16/12/2019	01	Vijay Diwas	NCC UNIT	60
2020		1	14/01/2020	01	Bhuana Utsav	Celebration of Bhuana Utsav	26
2020		1	17/01/2020	01	Training Program	Airforce Selection Exam	114
2019		1	18/10/2019	01	Workshop	Yoga Personality Development	61

**View File ([https://assessmentonline.naac.gov.in/public/Postacc/Inclusion/18307\\_Inclusion\\_1656494207.xlsx](https://assessmentonline.naac.gov.in/public/Postacc/Inclusion/18307_Inclusion_1656494207.xlsx))**

7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	01/10/2019	<ul style="list-style-type: none"> <li>• It shall be the bounden duty of every student to abide by the rules and regulations of the college, and to conduct himself with discipline and decorum in all places and under all circumstances.</li> <li>• Every student shall attend classes regularly and punctually and shall refrain from any action that may disturb the smooth working of the college.</li> <li>• Student shall be clean and decorous in dress, language and behavior.</li> <li>• Smoking, use of alcohol and drugs are strictly prohibited in the college premises.</li> <li>• When a teacher enters a class room, the students shall rise and remain standing till they are directed to sit or the teacher takes his seat.</li> <li>• When classes are in session, students shall not enter or leave the class rooms without the permission of the teachers concerned.</li> </ul>

#### 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
College Chalo Abhiyan	24/01/2020	28/01/2020	638

No file uploaded.

#### 7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

• As environment sustainability is becoming a increasingly important issue for the nation, the role of higher educational institution in relation to environmental sustainability is more prevalent. The college has been putting efforts to keep campus environment clean since its inception. • Tree plantation : The strength, long lifespan and regal stature of trees give them a monument like quality. They also remind us the glorious history of our institution. • Even though the highway runs beside the campus, no noise pollution harms the learning environment, as the buildings are nearly about 500 mts away from the road and also the tall trees inside the campus acts as obstacles for noise transmission • Generated solid wastes like waste papers, vegetable matter and miscellaneous are systematically dumped into a earthen pit for natural decomposition instead of burning, thereby reduction in CO<sub>2</sub> has achieved. • Blood donation camp also been conducted every year by NSS and by individual departments.

#### 7.2 - Best Practices

### 7.2.1 - Describe at least two institutional best practices

**Best Practice 1 Title of the Practice :** 'Maintenance of Harmonious Workplace Relationships' **Objectives of the Practice:** We spend 40 hours a week in the work place for the students, resulting in the need to learn how to work with and manage inter-personal relationships. Inside the institution we manage to be kind and gentle with each other and also with our students. We avoid using harmful words and try to use supportive and helping words which are necessary for the work culture. We support, inspire and instill confidence to each other, and we are ready to apologize for the mistakes and a willingness to recognize the areas for improvements. **The Context:** We believe that for the quality sustenance and quality enhancement in our workplace there is a definite need for the individuals to know how to work with harmony and cooperation. • This understanding helps us to work for curriculum delivery without losing our spirit. By our conscious efforts, we try to avoid frictions and if at all any misunderstanding between the faculties occurs, we find a way to solve it by open discussions and mutual communication. • This conscious practice helped our professional growth and maintaining good academic atmosphere in the college. **The Practice:** The quality of human relationship can affect individual performance and professional growth, as well as collective performance which impact the college though, we get focused on tasks. Teaching and meeting the deadlines we cannot forget the human side of things. Our college has 30 faculties and 3 administrative staff and 3310 students and to realize the vision, we have to work together as people and cannot isolate our personalities. We live like family in the work place. While we teach human values to the students we also internalize it and as far as possible we try to maintain patience and avoid ill mannered behavior and rudeness towards each other. Management and the principal always cheer us with an encouraging work when they find our good work. IQAC also appreciate when one among us contributed an innovative idea. The most common trend is to compete but we try to avoid competing with each other. Our work place provides an opportunity for a variety of meaningful relationships. None of the teachers are exposed to wrong kind of influences and we also take care about our students falling into negative influences. That is the reason why we have avoided elections to the student council. **Evidence of Success:** • Since the work environment is friendly and supportive we are happy to be in the college beyond the working hours. • We maintain the team spirit. • We honor our management and principal as we place

them on the seat of responsibility, in turn they also respect their ideas and suggestions to strengthen the democratic environment inside the campus. • We also pay attention to the performance appraisals by the management and principal. They are experienced and a walk with wisdom. We are ready to listen, learn and change for the better. • Our friendly and compassionate approach towards the students instilled their confidence in us and they do not hesitate to share their problems with the faculties. These interpersonal relationships helped us to manage classroom discipline and good atmosphere in the college. Problems Encountered and Resources Required : In any human setup problems like conflicts, misunderstandings and frictions do occur. Narrow and parochial behavior in certain situations creates misunderstandings and differences among the staff and students. When we personalize these negative factors we cannot do justice for the better curriculum delivery in the classroom. Enmity, hatred, conceit behavior are the great obstacles to keep the positive mood in the workplace. The mood of the faculty and the behavior influences the emotions of the students in the classroom. Positive mood is one of the important pre-requisite for teaching. Therefore there is a need to develop a balanced approach to avoid mood swings. Patience, acceptance and understanding the life and situations help us to ease the tension. Therefore positive attitude is a great emotional resource but we are aware that it has to be constantly watched and practiced. Best Practice 2 Title of the Practice : Connectivity of student-teacher through WhatsApp for easy accessibility. Objective : To update various events, progress of the students in their academic and other important information. Context : The reason for forming a WhatsApp group of parents and teachers for each class was to communicate the academic progress of the students and various other information to the students in timely manner as proposed by the students in a student-teachers meeting. The Practice : All the important informations including internal marks, attendance reports, semester end results etc. will be posted in the concerned student-teachers WhatsApp group and the feedback from the parents are taken. Evidence of Success : The students appreciated this initiative. Screenshot of the WhatsApp groups are attached Problems Encountered and Resources Required : So far we haven't encountered any problems.



Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gdctimarni.in/pdf/bestprcatives2019.pdf>  
(<http://gdctimarni.in/pdf/bestprcatives2019.pdf>)

### **7.3 - Institutional Distinctiveness**

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

•Promotion of Higher Education among Rural and Reservation Students. No development without education- A Well educated population, adequately equipped with knowledge and skill not only help the economic growth but it also help in inclusive growth. Educational deprivation leads to income poverty- Education can help to prepare the skilled based labour and human resources which will help to improve the income of the rural population. Educational deprivation divides societies and consolidates unjust structures- There is a huge gap of literacy rate between rural and urban areas, between general and category students and hence rural and backward population will not be engaged in development process which will not bear the desired fruits. One's responsibility country's responsibility- Education policy is one of the core responsibilities of the country and thus helps to boost National Development through highly educated rural India. The importance of education in human growth is inevitable. Education is the right of every individual irrespective of gender, race, income, geographic location, culture or background. India as a developing nation has been systematically progressing on the educational front since its independence and has seen an appreciable surge in reaching out to all the classes of its society. The accelerated growth in the field of education will help in building Nation's strength. An overwhelming demographic divide still persists in the accessing quality higher education with several communities still remaining under represented, contradicting the very objective of equity within the social growth of the country. College took a small step in helping achieving the social growth by promoting the importance of higher education among rural and reservation students. College conducted several lectures on career guidance, career opportunities, personal development and many more to motivate the rural and category peers of the society. India's higher education system stands third in size in the world after the US and China with nearly 26 million students in over 45,000 institutions in the country. (Source-<http://www.ean-edu.org/assets/highereducationinindia.pdf>) The Government is ensuring to reach the quality higher education to every nook and corner of the country. Understood the importance of higher education amongst the rural and reservation students. We conducted a series of sessions for them and could monitor the increase in number of students from rural and reservation students. On a close scrutiny of general statistics of employment in India, one cannot fail to observe that in most instance the higher level positions which contain fewer

numbers continue to be held by urban population. The rural population can held these positions when highly qualified. SBPIM was successful in reaching to the untraced peers of the society to a large extent by introducing, updating and motivating them for the higher educational programs and opportunities. We could monitor the change in the number of students admitted at our Institute from last five years from different reservation categories There are some problems faced while promoting the higher education among rural and reservation students. The students from rural areas are reluctant to go for higher education due to social, cultural, economic and psychographic

Provide the weblink of the institution

<http://gdctimarni.in/pdf/distinctiveness2019.pdf>  
(<http://gdctimarni.in/pdf/distinctiveness2019.pdf>)

### 8.Future Plans of Actions for Next Academic Year

1 We have planed to conduct various international , national state level and Institutional seminars 2 We have planed to strengthen the center for teaching learning and evaluation by conducting various activities and thereby played a significant role in enhancing the quality of education in the college 3 We have planed to conduct remedial classes for weaker students and organized "Science Techno Management fest and Arts commerce exhibition for all students 4 We have planed to organize a Job fair under career guidance scheme 5 We have planed to emphasize and encourage the use of ICT tools to enhancing the quality for teaching learning process and encourage faculty members to do refresher and orientation program 6 We have planed to Enhancing Quality of Teaching and Learning 7 We have planed to installation of more CCTVs cameras. 8 We have planed to do activities as per instructions of NAAC peer visit team. 9 We have planed to plantation of more trees and plants for the greenery and beautification of campus 10 We have planed to organize value based education program/ activities through NSS and NCC 11 We have planed to organize various sports competitions.

here by declare that all the data entered are true to my knowledge. ☐

ack

Copyright © 2017 naac.gov.in (<http://www.naac.gov.in/>). All rights reserved.

