



# **YEARLY STATUS REPORT - 2021-2022**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**Government Degree College,  
Timarni**

- Name of the Head of the institution **Dr. J.K. Jain**
- Designation **In Charge Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **07573292018**
- Mobile No: **9826335243**
- Registered e-mail **hegctimhar@mp.gov.in**
- Alternate e-mail **gdc3208@gmail.com**
- Address **Rahatgaon Road Timarni**
- City/Town **Timarni**
- State/UT **Madhya Pradesh**
- Pin Code **461228**

#### **2.Institutional status**

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Barkatullah Vishwavidyalaya Bhopal**
- Name of the IQAC Coordinator **Ms. Sadiya patel**
- Phone No. **07573292018**
- Alternate phone No. **9424419901**
- Mobile **9424419901**
- IQAC e-mail address **gdctimiqac@gmail.com**
- Alternate e-mail address **sadiya1707@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<http://gdctimarni.in/pdf/AQAR/AQAR2020.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>75.25</b>	<b>2007</b>	<b>10/02/2007</b>	<b>09/02/2012</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.25</b>	<b>2016</b>	<b>05/11/2016</b>	<b>04/11/2021</b>

**6. Date of Establishment of IQAC**

**30/03/2007**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Degree College,	MP HE Quality Assurance & Different type of Equipment's	World Bank	April 2021 to March 2022	399881
Govt. Degree College,	Sanitizer machine world bank project	World Bank	April 2021 to March 2022	29921
Govt. Degree College,	MPHEQIP	World Bank/RUSA	April 2021 to March 2022	427647
Govt. Degree College,	Sport promotion scheme	M.P. State Government	April 2021 to March 2022	174812

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

### 11. Significant contributions made by IQAC during the current year (maximum five bullets)

IQAC has taken initiatives to strengthen the center for teaching learning and evaluation by conducting various activities such as training program, workshop, seminar for teachers as well as students to enhance the quality of education in the college.

IQAC has taken initiatives to upload different data, information and notices of higher education on college website, for this technical team has given the responsibility for regular updating of web site.

IQAC has taken initiatives to organize "Science Techno Management fest" and Arts, Commerce exhibition for all students to celebrate Science Day on 28 February every year.

IQAC has initiated MOU's with different Universities/ Colleges/ institutions for various internships and projects for the enhancement of students skills in different aspects.

### 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
The MOU's with different Universities/ Colleges/ institutions.	MOU with Dr.C.V RAMAN University was signed on 07/12/2021 and One MOU was signed with Govt. Home Science College, Narmadapuram on 18/04/2021
Enhancing Quality of Teaching and Learning	Implementation of Teachers Diary that contains detailed information regarding the teaching plan, execution, and recording of the day-wise activities of the teacher.
Motivating the research culture	Research papers by many faculty members are published in national and international journals. some books are also published in international publication..
Enhancing results	1. Extra Classes are taken and simpler study material is provided to students. 2. Students are motivated to attend seminars, workshops and science

	techno management Fest Art and commerce exhibition, educational visit and E-content lecture.
Sports Initiatives	Two sports officers appointed and students have received award at District level Mini marathon was organized on national sports day 29/08/2022 under fit India mission
Enhancing Value-based education program	Value-based education programs/activities are organized by NSS / NCC unit. Students participate in different value based activities through Eco club and Child Protection club.
To organize International, National, State level, Institutional Seminars	In this year total 04 National, State level seminars were organized by the Institute

**13. Whether the AQAR was placed before statutory body?**

**Yes**

- Name of the statutory body

Name	Date of meeting(s)
<b>IQAC</b>	<b>22/09/2022</b>

**14. Whether institutional data submitted to AISHE**

Part A	
Data of the Institution	
<b>1.Name of the Institution</b>	Government Degree College, Timarni
• Name of the Head of the institution	Dr. J.K. Jain
• Designation	In Charge Principal
• Does the institution function from its own campus?	Yes
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• IQAC e-mail address	gdctimiqac@gmail.com				
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<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://gdctimarni.in/pdf/AQAR/AQAR2020.pdf">http://gdctimarni.in/pdf/AQAR/AQAR2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
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Cycle 2	B	2.25	2016	05/11/2016	04/11/2021
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• Upload latest notification of formation of IQAC			<a href="#">View File</a>	
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10.Whether IQAC received funding from any of the funding agency to support its activities during the year?			No	



• If yes, mention the amount	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
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IQAC has taken initiatives to upload different data, information and notices of higher education on college website, for this technical team has given the responsibility for regular updating of web site.	
IQAC has taken initiatives to organize "Science Techno Management fest" and Arts, Commerce exhibition for all students to celebrate Science Day on 28 February every year.	
IQAC has initiated MOU's with different Universities/ Colleges/ institutions for various internships and projects for the enhancement of students skills in different aspects.	
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Enhancing Quality of Teaching and Learning	Implementation of Teachers Diary that contains detailed information regarding the teaching plan, execution, and recording of the day-wise activities of the teacher.
Motivating the research culture	Research papers by many faculty members are published in national and international journals. some books are also published in international publication..
Enhancing results	1. Extra Classes are taken and



2021-22.To match the multidisciplinary/ inter disciplinary aims of NEP, we have major, minor, open elective and vocational subjects in science, commerce and art streams. Vocational subjects such as Personality Development, Organic Farming, Desktop Publishing, Web designing, and Finance service and insurance are taught in our college. In our college, Basic concepts of Sociology ,Indian Economics, Indian Constitution,?????????? ????? ??? ??????????? ,MS. Office, Computer Fundamental, Analytical Chemistry, Basic Botany , Physiology and Biochemistry,Calculus and Differential Equation, Thermodynamics and statistical physics, BASIC OF BUSSINESS STUDIES ,Discrete Mathematics, Numerical Methods and Probability and Statistics are taught as as open elective subjects. From this session college has started Bhoj Study Centre for distance/ online learning.Bachelor of social work course is run by Mahatma Gandhi Chitrakoot Gramodaya Vishwavidyalaya . We have choosen NSS, NCC, Yoga etc as elective to provide broad choice of electives to our students. we are planning for the offline/online seminar and workshops on reseach methodology to encourage students for writing articles and papers on most pressing issues and challenges of society.

#### **16.Academic bank of credits (ABC):**

NEP is multiple entry and exit system which provide freedom and flexibility to students with CBCS.. At UG level, for major, minor, vocational , open elective , foundation course , projects and internships total 40 credits are specified in one year. After completion of one year, students can get certificate with 40 credits. For second year after gaining 80 credits they can get diploma. Degree will be provided after 120 credits and by completion of 4 years students can get Hons./ research degree with 160 credits. After dropping in the 1,2 and 3rd years, credits will be stored in the credit bank and will be carry forward when the student rejoin the course.

We have signed MOU with Dr.C.V.Raman University and are planning for more MOUs with other colleges/ institutions for internships and training which will provide credit transfer for students.

The college ensures effective curriculum delivery through systematic and strategic transparent mechanism. College follows the Academic Calendar issued by HEI and executes it rigorously. The HoDs conduct regular meetings to discuss the academic activities and design proper framework for achieving the programs outcome. The University syllabus for each subject and paper is also provided to the students. Every faculty member

prepares teaching plan and students are benefited by various teaching aids. Online various online platforms are used for effective curriculum delivery throughout the session.

#### **17.Skill development:**

The introduction of the NEP helps in the transition of the market from a learning based approaches to a skill based model. The policy will play a vital role equipping the man power of the country to bring about a change especially in educational practice. The talent-skill gap exists at various levels due to the inadequacies in our education system are overcome with the introduction of NEP which helps to bridge the gap by providing students with industry relevant skills so as to make them future ready professionals.

In NEP, more emphasis is given to practical work for skill enhancement rather than theory. For this, institution has different vocational subjects such as Personality Development, Organic Farming, Desktop Publishing, Web designing and Finance service and insurance. According to NEP, students can do internships and field projects.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

In order to discover the self of Bharat, the exploration of Indian system is the only key. Since the inception of NEP 2020, in higher education, the Indian Knowledge system has been the leading influencing factor in our education. Our college celebrates different days to promote integration of Indian knowledge system like Yuva Utsav, Annual Day, Hindi day, Birsa munda Jayanti . In our college there is Hindi literature in UG. To promote Indian art, culture and tradition, our college organises programs on Warli Painting, Mandana Art and Rangoli. Different competitions are organised on traditional songs and dance like folk dance to promote local tradition and culture. As a result students become more social and they learn respect for our culture, tradition and to respect others.

At college level, We are imparting our knowledge through English and Hindi language in the both UG and P.G. Classes. First unit of UG subjects is devoted to the Indian knowledge system. The focus of NEP is to inculcate knowledge of our INDIAN glorious heritage in science, education and culture. Our College starts any function or event with the Saraswati Poojan. On National Youth Day teachers spoke on ethical, moral and spiritual values

taught by Swami Vivekananda. In foundation classes and in the classes of personality development teachers teach students the importance of honesty, trustworthiness integrity tolerance through the syllabus. An educational tour was also organised by our college to Vedic school where students learnt about Vedic education..

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

NEP is outcome based education system having more focus to its application of knowledge. It is skill based, research based and objective based to provide useful learning to earn.At college level, we are evaluating course outcome and program outcomes in terms of student activities in various aspects in outstanding activities. The process for the evaluation of the students in different subjects is followed as per the rules and regulations of the University authorities, Board of Examinations and Faculty. Students of our college secured good position in the merit list of the University and most of the students also obtained first division. Rojgarmela is organized every year by our college. Where students got placement in different sectors. Students got placement in different sector. Students of our college are also doing job I various privet and government sector. Volunteers of NSS and Cadets of NCC got selected for National Level Camps.

#### **20.Distance education/online education:**

From session 2021-22, college has started Bhoj Study Centre for distance/ online learning.For online learning Swayam/N list for books and journals ar also available in institutional libraray to support students through distance mode. Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.Video Conferencing- Students are counseled with the help of Zoom / Google meet. Application.Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

### **Extended Profile**

#### **1.Programme**

1.1

14

Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	<b>3312</b>
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	<b>1632</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	<b>862</b>
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	<b>29</b>
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	<b>14</b>
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	19
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1032261
4.3 Total number of computers on campus for academic purposes	71

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Institution follows the curriculum prescribed by Madhya Pradesh Higher Education through its Boards of Studies for various subjects. During the current session NEP 2020 is applied from first year of under graduate level. Govt. of MP is the first state of the country to adopt NEP during the current session 2020-21. To obtain the multidisciplinary / inter disciplinary aims of NEP , students can choose Major, minor and open elective subjects with vocational subject. Elevation process is done by CBCS (choice base credit system). Under graduation Second and final year is conducted according to previous education policy. Five post graduate programs also runs with previous education policy. The college ensures effective curriculum delivery through systematic and strategic transparent mechanism. college follows the Academic Calendar issued by BU Bhopal and executes it rigorously. The HoDs conduct the meetings to distribute workload, allot subjects/papers. The college constitutes the Time Table committee. The Time Tables are displayed on the Notice Board. The University syllabus for each subject and paper is also provided to the students. Every faculty member prepares Teaching dairy. The faculty uses various teaching aids along with chalk and board .Online various online platforms are used for effective curriculum delivery during pandemic.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://highereducation.mp.gov.in/?page=QSRWBX4XV1SKua0BJW%2Fjyw%3D%3D&amp;leftid=JUL9t1LHqftaDgryEIQftg%3D%3D">https://highereducation.mp.gov.in/?page=QSRWBX4XV1SKua0BJW%2Fjyw%3D%3D&amp;leftid=JUL9t1LHqftaDgryEIQftg%3D%3D</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institutional level Continuous Internal Evaluation adheres to various reforms which includes the two Internal Assessments for under Graduate Level and at post graduate level one internal assessment is done. Course-wise assignments are taken from the students at time specified in academic calendar. Records of this internal evaluation are maintained by subject teachers. With this practical assessment is done by external examiner and the schedule for practical assessment given by university in every academic session. The Institution adheres to the University Academic Calendar and the Action Plan prepared by the college.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University** Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

**E. None of the above**



File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

9

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institute and HE Department is very much aware about crosscutting issues related to Professional Ethics, Gender Equality, Human Values, Environment and sustainability issues. The institution organizes various programs related to properly handle this issues. Some of them are ...

#### Professional Ethics

Under the Swami vivekaand career guidance cell various programs related to career advancement are done regularly. programs are executed according to schedule and order given by SVCGC cell.

#### Gender Equality and Human Values

Under the umbrella of NSS and NCC various activity related to gender equality and human values are done timely. Some of them are...

- Blood Donation camp
- Ankur abhiyaan program
- Sanskritik Bhraman
- Har ghar tiranga abhiyaan
- Poudharopan mahaabhiyaan
- Shaheed divas program
- Kargil vijay divas program

- Voter awareness program

- Covid-19 Vaccination Camp verifier and vaccination

### Environment and Sustainability issue

Environment is an important issue of institute and institute takes progressive approaches towards the environment development. Institute has rich green environment with a botanical garden which consists of variety medicinal plants, ornamental plants, decorative plants etc. various plantation activities are timely planned. Environmental Studies is also included as one subject at under graduate second year as compulsory subject.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

1318

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
Students  
Teachers  
Employers  
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://gdctimarni.in/pdf/studentfeedback.pdf">http://gdctimarni.in/pdf/studentfeedback.p df</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

### 2.1.1.1 - Number of sanctioned seats during the year

2230

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

#### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1245

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**Special Effort made for Brighter students:** Advanced learners are encouraged to aim high and put in their best efforts. They are provided reference books and study material from various E portals subscribed by the college and You tube videos. Students are motivated to attend seminars, workshops and science techno management Fest Art and commerce exhibition, educational visit and E-content lecture.

**Special Efforts made for Weak students:** Slow learners are identified and special attention is given both inside and outside the class. Students are encouraged and motivated for studies.

Personal attention is given to explore the potential of the learners and to guide them to the subject stream of their choice. Teachers with the confidence of the students by patiently and compassionately listening to them. Extra Classes are taken and simpler study material is provided. Advanced Learners are encouraged and motivated to help the slow learners. weare provided motivational seminar and video lecture.

File Description	Documents
Link for additional Information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3312	29

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

The institute adopts many student centric methods to enable the learner meet their learning goals, academic success with required competencies. The institution to capture the outcome based education in teaching and learning practices, follows NEP, which provides vocational Course thus develop vocational skill in students. Student centric methodologies helps in enhancing the decision making power of students, develops critical thinking & Self-reflection. For example, lecture method, interactive method, project computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, Also, some teachers use power point presentations and computer-based materials. Some Student centric methods are given below:-

**Interactive Methods:** The faculty members make learning interactive with students by motivating student participation in group.

**Experimental Methods:** Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, Zoology uses this method. Students take interest and learn things via experiential learning. Through online/distance mode the students are planned to

offer skilling courses. As part of holistic education.

The NEP 2020 proposed that students at all higher educational institutes will be provided with opportunities for internship with local industry, businesses and arts. The policy also includes research internship at the educational institutions to further improve their employability.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In this age, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute Use of ICT By Faculty:

A. Faculties are encouraged to use power-point presentations in their teaching by using LCD's, laptop and projectors. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet. Application.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

**F. Virtual labs are used to conduct labs through simulations.**

**G. Whatsapp group is used to provide study material to the students.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">NA</a>

### **2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

#### **2.3.3.1 - Number of mentors**

**29**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<b>No File Uploaded</b>
mentor/mentee ratio	<a href="#">View File</a>

### **2.4 - Teacher Profile and Quality**

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

**14**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<b>No File Uploaded</b>



#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

29

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College is affiliated to Barkatullah University, and hence, follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to the students. .Now the internal assessment is carryout-as per NEP 2020 in a systematic manner for theory courses, laboratory course. Academic calendar is prepared at the beginning of each semester/yearand is made available on the college notice-boards. Thus, students know about the dates of internal assessments well in advance and hence, can preparedaccordingly.

For theory sessional assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by faculty members. Question paper is prepared by individual faculty/ faculty members teaching the same subject. Quality of question papers are checked and final question paper is approved by concerned authority. Answer sheets are evaluated and checked answer sheets are shown to the students. Sessional result analysis is discussed at HoD level.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

At the college level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examination.

1. Two internal assessment test are given during each semester. Time table for which is prepared well in advance and communicated to the students earlier.

2. Seating plan and preparation are time-table are marking is followed even for internal assessment tests and it is displayed on the notice board along with the Internal assessment time table.

3. After evaluation of internal assessment answer scripts, the scripts are given to students to have an idea of their performance in the test. If they come across any doubts, clarification is given which enables them to fare better in future.

4. By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests. Students and faculty members are made aware of the transparency to be maintained in the system of assessment. This is further enhancing the transparency and rapport between faculty members and students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The role of higher education is very important in securing the gainful employment and / or providing further access to higher education comparable to the best available in the world class institutions elsewhere. The improvement in the quality of higher education, therefore, deserves to be given highest priority to enable the young generation of students to acquire skill, training and knowledge in order to enhance their thinking, comprehension and application abilities and prepare them to compete, succeed and excel globally. The institute takes efforts to preserve and promote the Indian language, thus most of the undergraduate courses are carried out In Indian Language, Hindi. Sustained initiatives are required to reform the present higher education system for improving and upgrading the academic resources and learning environments by raising the quality of teaching and standards of achievements in learning outcomes across all undergraduate programs in science, arts, and commerce and professional streams of higher education. One of the significant reforms in the undergraduate education is to introduce the Learning Outcomes-based Curriculum Framework (LOCF) which makes it student -centric, interactive and outcome-oriented with well defined aims, objectives and goals to achieve.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">NA</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

We are evaluating course outcome and program outcomes in terms of student activities in various aspects in outstanding activities. The process for the evaluation of the students in different subjects is followed as per the rules and regulations of the University authorities, Board of Examinations and Faculty. Students of our college secured good position in the merit list of the University and most of the students also obtained first division. Rojgar mela is organized every year by our college. Where students got placement in different sectors. Students got placement in different sector. Students of our college are also doing job in various private and government sector. Volunteers of NSS and Cadets of NCC got selected for National Level Camps.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">NA</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

862

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="#">NA</a>

### 2.7 - Student Satisfaction Survey

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

<http://gdctimarni.in/pdf/AOAR/sss.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

#### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

##### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NA</a>

#### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

##### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

6

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

#### Extension Activity

Child Protection Club: - With the aim of protecting the small

children of the area from exploitation and disease, a child protection club has been formed in the college, which makes the society aware of the rights of children from time to time. Red Ribbon Club:- In order to ensure the contribution of students in social activities, Red Ribbon Club has been formed as per the instructions of the government, under which blood donation camps, rallies and other social programs are organized from time to time. Ankur Abhiyan: - Ankur campaign is conducted as per the instructions of the government to make the students aware of the environment, in which students and teachers plant trees and post them on the Vayudoot app and also take care of the plants. Camp organization and Calling for Vaccination: - Vaccination camps are organized in the college to prevent corona epidemic and students are made aware about vaccination by making calls. Which has also been praised by the Higher Education Department.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### **3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### **3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

#### **3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

10

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

2268

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

10

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**



### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Our college follows the guidelines of Barkatullah University under the supervision of MP Higher Education Department (Govt. of Madhya Pradesh) for general policies and procedures regarding utilization and maintenance of infrastructure and facilities.

Our institute has a number of committees and sub-committees which is required for smooth conducting and handling of all the operational issues in the college. Committees are such as Sports committee, Purchase and Stock Verification Committee, RUSA and World Bank Committee, Write-off committee, which oversees and supervises the utilization and maintenance of the support facilities of the college.

Institute has adequate number of class rooms and laboratories and computing equipments for teaching and learning. The schedules of laboratories and classrooms usage is notified through the official time table which is put up on the Notice Board of the college and is given to the individual teachers. Notices are also issued about the procedures and policies for utilization of the physical and academic use and support facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

Our Institute has adequate facilities for Cultural activities, sports, gymnasium, and for yoga inside the college campus. College has indoor Gym facility and having access to all the students and students related to sports where college students do their practice regularly.

So many sports activities are carried out for Kabaddi, Kho-Kho, Badminton, Karate, Judo, Athletics, Table- Tennis, etc by the students in the playground which is near to newly constructed building area

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 play these games with enthusiasm. For yoga and other activities we are having Teen Shade area and a cemented stage for cultural activities where all the cultural events like youth festival, annual functions are carried out inside the college campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

19

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

604614

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

- Name of ILMS software

Soul Software

- Nature of automation (fully or partially)

partially

- .Version

2.0 soul s/w

- Year of Automation

## 2012-2013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NA</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4,97,220**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**90**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a well established IT infrastructure to meet the requirement of students and staff. Various software is available at the institute level as per the prevailing market conditions to make them employable like C Language , C++, visual studio, DTP, Corel draw, Java and Net as well as Kiosk machine, SWAN, smart class, soul Software etc. E-Library is also available. IT infrastructure is attached in the college to support the campus facilities and equipments. Every department of the college is well covered with installation of CCTV system for the purpose of student's security and overall surveillance. The lab of each department with 100 MBPS intra rate Local Area Network (LAN) for all departments is well connected. Computer labs with full time inlet facility are specially installed for students use. Computer facility is also available in the office for other administrative office related works. Wi-Fi connection is also available in the college

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

#### 4.3.2 - Number of Computers

71

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

604614

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

**Classroom management:** 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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

3548

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to institutional website	<a href="http://www.gdctimarni.in">http://www.gdctimarni.in</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**408**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**408**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**E. None of the above**



**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

03

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

1.Under the Swami Vivekananda Career Guidance Scheme, the participation of students has been ensured.

2.Eco-club has been formed by the students in the college.

3.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.

4.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.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

20

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**There is no registered Alumni Association of College.**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)**

File Description	Documents
Upload any additional information	No File Uploaded

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

#### **VISION**

**Empowerment of common rural students through provide value based, employment oriented and quality education to meet the global challenges at the lowest cost.**

#### **MISSION**

- To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole.
- To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment.
- To mould the student as a golden citizen.
- To create a learner-friendly environment to make learning a joyful and fruitful experience.
- To foster scientific skills and academic excellence in this rural area.
- To provide a holistic and enabling environment of study to young women hailing from diverse demographics.

- To consistently upgrade its teaching-learning policy, methods and apparatus so as to be able to deliver its core services in a relevant and up-to-date manner.
- To incorporate value-added, vocational and technical courses in its curriculum.
- To continue to enhance its extension activities and outreach programs.
- To partner with the government in the spread of continuing adult, mass education (through the Open and Distance Mode).

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Higher education department gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The organizational structure of the institute runs through a systematic hierarchy. The office administration of the College is headed by the Head clerk under whom there are Accountant, UDC, LDC and other Class IV Staff. Purchasing of equipment's is done by quotations/tenders on requirement basis. The lowest quote is processed for the purchase by the Principal as per Government norms. Infrastructure development is done by building-funds and Institute-development funds as per requirement and approval by the higher-authority. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions.

**Participative management:** The Administration is always open to discussion with the teaching and nonteaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has a perspective plan. The aspects considered for inclusion are;

1. Quality enhancement and improved teaching-learning environment.2.Enhancement of student support systems.3. Improved student success rate.4. To be more innovative, industry-relevant in curriculum design and be more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning process.5.The teacher to be more of a facilitator and mentor than just a full-time tutor.6. To establish a research-facilities and to nurture and develop research culture among the students and staff.7.Life skills will be an integral part in curriculum development and delivery.8.To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

Perspective/Strategic plan and deployment documents are available in the Institution. The Institution ensures quality in teaching and co-curricular & extra-curricular activities. The perspective and the strategic plan have been explained in the Higher Education Academic Calendar. But, since the College is affiliated to BU Bhopal University, the major strategic plans like curriculum development, examination policies are decided by the University. The teachers also contribute for strategic plan of the College by the knowledge which they gain by participating in conferences, refresher & orientation courses.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

Our college is governed by Higher Education Department of Madhya Pradesh Govt. which has the responsibility to take care of all the colleges in the state of M.P. However, the administration of Govt. College Timarni is the responsibility of the Principal who is directly accountable to the Department of Higher education.

**Principal-**The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners, teaching and non-teaching staff.

**Heads of Departments-**The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for co-curricular activities -The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance the overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library etc.] For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Link to Organogram of the Institution webpage	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in A. All of the above

**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college has many welfare schemes effectively running at the institution in accordance with rules of MP government. Some of the welfare schemes for teaching staff and non-teaching staff are:

- Retirement benefits.
- Provident funds/ GIS/ Medical reimbursement of leave.
- Compassionate appointments.
- Faculties appointed in Government of MP before 2005 are eligible for pension benefits on retirement, GPF, gratuity and faculties appointed after 2005 are eligible for NPS system.
- Leave Encashment.
- Ex- gratia for teaching and non-teaching staff.
- Maternity leave for women employees.
- Child care leave for women employees.
- Uniform to non-teaching staff (Class IV employees).
- Career appraisal schemes (CAS like FDP, Orientation, training).
- Multipurpose gymnasium for physical fitness.



- Library Facility for the accession of international and national journals.
- Internet and Wi-fi facility.
- Canteen facility.
- Sports facilities.
- Parking facility.
- Clean water for drinking.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

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

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

##### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

28

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### **6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**Performance Appraisal for teaching faculty following the UGC regulation 2018 and amendments thereof, the institution monitor's performance appraisal system through submitting of CR (Confidential Report) of the teaching staff. The CR reflects the**

details of refresher / orientation course/ workshops etc. that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The evaluation of courses taught and average number of clocks works in a week are computed. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. The involvement in the welfare of students and community work is given due weightage for monitoring performance. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject, that can upgrade his overall performance.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the Government college Timarni. Our college is a government Institution and hence we follow all the rule regulations of government for financial management and audit. There is a janbhagidari committee, purchase committee at internal level expenses, and audit with the help of an accountant in the college. The college manages all the grants received from govt., from UGC, from university and other agencies under different schemes and heads through the accountant. The college also hires the services of a chartered accountant for internal audit of the college who provides an audit report every year. Auditors appointed by the department of higher education government of MP and Auditor General of MP also audit the college as an external agency. This is a regular practice adopted by the institution to do both internal and external audits. The audit observations comply after detailed scrutiny to the satisfaction of the audit team. The Principal of the college verifies all the entries in cash books. All the process in the college is strictly monitored by the principal. The copy of the audit are also preserved in the college for record.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is run by the government so the funds to be utilization primarily allotted through the Higher Education Department of M.P. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The various funds which are received under the different heads in college are RUSA, World bank, UGC, PD/AF, Examination and Government. The institution utilizes and mobilizes the funds as per the government rules. The Funds under Jan Bhagidari Samiti head are utilized after due approval of the Jan Bhagidari Samiti. The utilization certificate of RUSA fund is submitted to the higher authority (State Project Directorate, Bhopal) on a regular basis or whenever demanded. Similarly, utilization of World bank funds is as per Govt rules. and utilization certificate is submitted on a regular basis. The payment of salary of teaching and non-teaching staff of the college is disbursed from the Funds received from the State government. Grants received from RUSA and World Bank are earmarked for infrastructural related growth and developmental work of the college. Department of All funds are utilized as per the financial rules and store purchase rules

framed by Department of Higher Education, Government of MP.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under:

1. To present students projects/ creativity a two day Science Techno Management fest and Art Commerce Exhibition organized by institute.
2. All the faculty members are encouraged and supported to participate in orientation, refresher courses, workshops, seminars and conferences related to the teacher-learning process and research.
3. International, National, Institute level Seminars/Short term training program organized by institute in which students and Teachers are benefited.
4. Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum.
5. All the teachers are encouraged to make e-content and Google classroom for effective teaching-learning processes.
6. Almost all the laboratories are equipped with charts, models etc for effective teaching-learning process.
7. The IQAC also provides support & guidelines, internet access for the students to various scholarships.
8. The college also provides platform for the students to

participate in Intra- College and Inter -College level competitions under various events.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of the college is viewed as a coordinating and facilitating organ among various wings of the college with an objective to assure quality and excellence. In the process of quality initiatives, IQAC pragmatically contributes to the improvement, enhancement and further development of the teaching-learning process. It ensures a proactive role of both the students and faculty. A platform for open dialogue and feedback is periodically organized by IQAC. It brings greater participation and better mutual understanding in the teaching-learning process. This has been fulfilled through students' assessment of staff collected through feedback forms to be compulsory filled by Students of various Departments of the College. The IQAC also envisions greater integration of teaching, technology, infrastructure and support services to facilitate the smooth flow of teaching and learning process. Each academic year begins with an Orientation organized by IQAC on a chosen theme which usually focuses on teaching-learning pedagogies. College staff is encouraged to attend FDP program, Workshops, seminarsto enhance their understanding about teaching and learning process. IQAC has initiated MOU's with different Universities/ Colleges/ institutions for various internships and projects for the enhancement of student's skills in different aspects.

File Description	Documents
Paste link for additional information	<a href="http://gdctimarni.in/pdf/AQAR/sss.pdf">http://gdctimarni.in/pdf/AQAR/sss.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="#">NA</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The practice involves a process of being fair to women and men so that women can equally enjoy socially valued goods, opportunities, resources and rewards.

A society attains better development in all aspects when both genders are entitled to similar opportunities. MP government has initiated 'Gaon ki Beti' yojna . The objective of the scheme is to provide financial assistance to motivate talented rural girls for higher education.

Separate NCC wing is created 'MP-05' Battalion in year 2018, to encourage girl students and Mrs. Nandini Aggrawal is nominated as

In-charge for the wing.

Separate NSS unit is started exclusively to encourage the girl students and unit is successfully conducting activities under guidance of Miss. Meenakshi Yadav to serve society.

Girls'waiting hall is provided in the campus

Women's Grievance Redressal Committee:-A committee constituted by the college in order to promote a healthy working environment for all our female staff and students. This committee also works for building a gender sensitized environment at our institute.

Sports Coach- Girls' Division

The college also appointed a separate Sports Coach for girls- Ms. Priyanka Chandel to conduct sports activities for girl students.



File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/10AfsTSqBR96S4kVCstakgZgIgSZwdOuQ/edit">https://docs.google.com/document/d/10AfsTSqBR96S4kVCstakgZgIgSZwdOuQ/edit</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://docs.google.com/document/d/1iBURcYV5O_rwpuFcw-N-6iGQU1lKZX4-/edit">https://docs.google.com/document/d/1iBURcYV5O_rwpuFcw-N-6iGQU1lKZX4-/edit</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)** Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

#### Liquid Waste Management

Liquid waste from the points of generation like toilets and laboratories, is let out as effluent into a proper drainage facility and to avoid stagnation.

#### Solid Waste Management

Every day all academic building and other surrounding area in the campus are cleaned and solid waste disposed properly by workers. A big pit was dug out to collect solid waste. Dustbins are placed at different places to collect solid waste.

#### E- Waste Management

Useful parts of the electronic gadgets have been removed from the gadgets for reuse in practical/ projects. All the miscellaneous e-

waste like batteries, electronic items are collected from every department and office and delivered for safe disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">NA</a>
Any other relevant information	<a href="#">View File</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

**C. Any 2 of the above**

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**  
**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

Our college is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education and set communal harmony. Our college has conducted seven days NSS Camp to godgram village to encourage young NSS volunteers to develop their personality through community service. The college also organised an educational tour to a Vedic school to promote cultural awareness. The college celebrates cultural and regional festivals and days like Annual Function, Yuva Utsav Alumni Meet, MP Foundation Day, Youth Day, Yoga Day, Vijay Diwas, Shaheed Diwas to teach tolerance and harmony to the students. Our college also promotes activities for wellbeing and social responsibility of students like Nasha Mukti Shapath, COVID awareness programmes and voter awareness programmes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The college sensitizes the students and the employees of the college to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. The students are inspired by participating in various programs on culture, traditions, values, duties and responsibilities by inviting prominent people. The college conducted awareness program on ban of plastic, cleanliness, Swachh Bharat , awareness programmes on TB, HIV etc.. the following programmes were organised by the college to sensitize students and employees -

1. NSS & NCC students worked as verifier in different Health Centres at the time of vaccination.
2. The college also conducted one day vaccination camp in the campus.

3. A temporary call centre was also set up in the college where students of NCC & NSS made call to the people to get vaccinated.
4. HIV awareness, TB elimination, awareness workshop, Blood Donation, awareness workshop were organised under Azadi ka Amrit Mahotsav.
5. Polythene mukt abhiyaan to create awareness for clean environment.
6. Tambaku Nishedh Diwas/ World- No Tobacco Day - the yearly celebration of this day is an opportunity to raise awareness on the harmful effects of tobacco.
7. Gandhi Jayanti - 2 October 2022, cleaning activities were done to celebrate this day.
8. Road Safety Seminar to educate students about improved safety measures and traffic management.
9. Mini Marathon was organised on National Sports Day.
10. Tiranga Yatra was organised under Azadi ka Amrit Mahotsav.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**4. Annual awareness programmes on Code of Conduct are organized**

**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Different programmes are organised in our college to inform the importance of special days. Commemoration of different national and international days provide an opportunity to indulge in non - academic activities and it is also a great way to understand one's culture. Celebration of these days create awareness among students and teachers and encourage them to contribute their efforts for making a great society. The following days were celebrated in our college -

- 1) International Yoga Day
- 2) Kargil Vijay Diwas
- 3) Independence Day
- 4) National Unity Day
- 5) Vigilance Awareness Week
- 6) International Day for Children's Right
- 7) Constitution Day
- 8) World AIDS Day
- 9) Vijay Diwas

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Higher education is mark of the country's future turn of events and progress. In India, higher education is an important aspect in everyone's life, it gives students to learn more about anything and to pursue in that field. . Best practices are those which add value to human life and support main cause of an institution. It helps in development of an institution. Value Based Education has now been made an integral part of the New Education Policy 2020. Value based education is likely to help the nation fight against all kinds of prevailing fanaticism, ill-will, violence, dishonesty, corruption, exploitation and drug abuse. Our college equates human excellence with nobility and humbleness. Women are considered as a unique power unit and potential resources for social, cultural and economic development. Education has an effect on women empowerment as it creates in them awareness, capabilities, choices and opportunities which is crucial for the economic growth, social prosperity and sustainable development of any country. That's why empowerment of girl students is a prerequisite to fulfill this purpose. So our college had proposed two best practices- (1) Education in Social norms and Ethical Values (2) Social Empowerment of Girl students.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

It is very much importance in the overall progress and development of the institution. Most of the students of our college are from rural background but they are good in performing extra curricular activities. Our college also encourages students and provides facilities to them , so that they can perform their best. Cultivation of good values helps to develop good character in a person. It also helps to provide a strong anchor to one's personality. Different activities of our college can be considered opportunities to cultivate human values. On top of the list of human values is unconditional love and service, rendered to people irrespective of their race, religion, or nationality. In our college we have active NSS, NCC, Eco-Club and Child Protection Club, which regularly conduct different activities in the college and also outside the college. Our college runs different activities to create awareness on environmental protection, health development, community development and also most important thing that is development of students' personality.



## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Institution follows the curriculum prescribed by Madhya Pradesh Higher Education through its Boards of Studies for various subjects. During the current session NEP 2020 is applied from first year of under graduate level. Govt. of MP is the first state of the country to adopt NEP during the current session 2020-21. To obtain the multidisciplinary / inter disciplinary aims of NEP , students can choose Major, minor and open elective subjects with vocational subject. Elevation process is done by CBCS (choice base credit system). Under graduation Second and final year is conducted according to previous education policy. Five post graduate programs also runs with previous education policy. The college ensures effective curriculum delivery through systematic and strategic transparent mechanism. college follows the Academic Calendar issued by BU Bhopal and executes it rigorously. The HoDs conduct the meetings to distribute workload, allot subjects/papers. The college constitutes the Time Table committee. The Time Tables are displayed on the Notice Board. The University syllabus for each subject and paper is also provided to the students. Every faculty member prepares Teaching dairy. The faculty uses various teaching aids along with chalk and board .Online various online platforms are used for effective curriculum delivery during pandemic.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://highereducation.mp.gov.in/?page=0SRWBX4XV1SKua0BJW%2Fjyw%3D%3D&amp;leftid=JUL9t1LHqftaDqryEIQFtg%3D%3D">https://highereducation.mp.gov.in/?page=0SRWBX4XV1SKua0BJW%2Fjyw%3D%3D&amp;leftid=JUL9t1LHqftaDqryEIQFtg%3D%3D</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institutional level Continuous Internal Evaluation adheres to various reforms which includes the two Internal Assessments

for under Graduate Level and at post graduate level one internal assessment is done. Course-wise assignments are taken from the students at time specified in academic calendar. Records of this internal evaluation are maintained by subject teachers. With this practical assessment is done by external examiner and the schedule for practical assessment given by university in every academic session. The Institution adheres to the University Academic Calendar and the Action Plan prepared by the college.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**E. None of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

9

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institute and HE Department is very much aware about crosscutting issues related to Professional Ethics, Gender Equality, Human Values, Environment and sustainability issues. The institution organizes various programs related to properly handle these issues. Some of them are ...

#### Professional Ethics

Under the Swami viveka and career guidance cell various programs related to career advancement are done regularly. Programs are executed according to schedule and order given by SVCGC cell.

#### Gender Equality and Human Values

Under the umbrella of NSS and NCC various activities related to gender equality and human values are done timely. Some of them are...

- Blood Donation camp
- Ankur abhiyaan program
- Sanskritik Bhraman
- Har ghar tiranga abhiyaan
- Poudharopan mahaabhiyaan
- Shaheed divas program
- Kargil vijay divas program
- Voter awareness program
- Covid-19 Vaccination Camp verifier and vaccination

#### Environment and Sustainability issue

Environment is an important issue of institute and institute takes progressive approaches towards the environment development. Institute has rich green environment with a botanical garden which consists of variety medicinal plants, ornamental plants, decorative plants etc. various plantation activities are timely planned. Environmental Studies is also included as one subject at under graduate second year as

**compulsary subject.**

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### **1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

**14**

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<b>No File Uploaded</b>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<b>No File Uploaded</b>
MoU's with relevant organizations for these courses, if any	<b>No File Uploaded</b>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### **1.3.3 - Number of students undertaking project work/field work/ internships**

**1318**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>									
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>								
<table> <tr> <th>File Description</th><th>Documents</th></tr> <tr> <td>URL for stakeholder feedback report</td><td><a href="#">View File</a></td></tr> <tr> <td>Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information(Upload)</td><td>No File Uploaded</td></tr> </table>	File Description	Documents	URL for stakeholder feedback report	<a href="#">View File</a>	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>	Any additional information(Upload)	No File Uploaded	
File Description	Documents								
URL for stakeholder feedback report	<a href="#">View File</a>								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>								
Any additional information(Upload)	No File Uploaded								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>								
<table> <tr> <th>File Description</th><th>Documents</th></tr> <tr> <td>Upload any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>URL for feedback report</td><td><a href="http://gdctimarni.in/pdf/studentfeedback.pdf">http://gdctimarni.in/pdf/studentfeedback.pdf</a></td></tr> </table>	File Description	Documents	Upload any additional information	<a href="#">View File</a>	URL for feedback report	<a href="http://gdctimarni.in/pdf/studentfeedback.pdf">http://gdctimarni.in/pdf/studentfeedback.pdf</a>			
File Description	Documents								
Upload any additional information	<a href="#">View File</a>								
URL for feedback report	<a href="http://gdctimarni.in/pdf/studentfeedback.pdf">http://gdctimarni.in/pdf/studentfeedback.pdf</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>2230</b>									
<table> <tr> <th>File Description</th><th>Documents</th></tr> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Institutional data in prescribed format</td><td><a href="#">View File</a></td></tr> </table>	File Description	Documents	Any additional information	No File Uploaded	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	No File Uploaded								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,</b>									

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

#### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1245

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

#### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**Special Effort made for Brighter students:** Advanced learners are encouraged to aim high and put in their best efforts. They are provided reference books and study material from various E portals subscribed by the college and You tube videos. Students are motivated to attend seminars, workshops and science techno management Fest Art and commerce exhibition, educational visit and E-content lecture.

**Special Efforts made for Weak students:** Slow learners are identified and special attention is given both inside and outside the class. Students are encouraged and motivated for studies.

Personal attention is given to explore the potential of the learners and to guide them to the subject stream of their choice. Teachers with the confidence of the students by patiently and compassionately listening to them. Extra Classes are taken and simpler study material is provided. Advanced Learners are encouraged and motivated to help the slow learners. weare provided motivational seminar and video lecture.

File Description	Documents
Link for additional Information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3312	29

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The institute adopts many student centric methods to enable the learner meet their learning goals, academic success with required competencies. The institution to capture the outcome based education in teaching and learning practices, follows NEP, which provides vocational Course thus develop vocational skill in students. Student centric methodologies helps in enhancing the decision making power of students, develops critical thinking & Self-reflection. For example, lecture method, interactive method, project computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, Also, some teachers use power point presentations and computer-based materials. Some Student centric methods are given below:-

**Interactive Methods:** The faculty members make learning interactive with students by motivating student participation in group.

**Experimental Methods:** Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, Zoology uses this method. Students take interest and learn things via experiential learning. Through online/distance mode the students are planned to offer skilling courses. As part of holistic education.

The NEP 2020 proposed that students at all higher educational institutes will be provided with opportunities for internship with local industry, businesses and arts. The policy also



includes research internship at the educational institutions to further improve their employability.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In this age, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute Use of ICT By Faculty:

A. Faculties are encouraged to use power-point presentations in their teaching by using LCD's, laptop and projectors. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching- learning process. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet. Application.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Virtual labs are used to conduct labs through simulations.

G. Whatsapp group is used to provide study material to the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">NA</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College is affiliated to Barkatullah University, and hence, follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to the students. .Now the internal assessment is carryout-as per NEP 2020 in a systematic manner for theory courses, laboratory course. Academic calendar is prepared at the beginning of each semester/yearand is made available on the college notice-boards. Thus, students know about the dates of internal assessments well in advance and hence, can preparedaccordingly.

For theory sessional assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by faculty members. Question paper is prepared by individual faculty/ faculty members teaching the same subject. Quality of question papers are

checked and final question paper is approved by concerned authority. Answer sheets are evaluated and checked answer sheets are shown to the students. Sessional result analysis is discussed at HoD level.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

At the college level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examination.

1. Two internal assessment tests are given during each semester. Time table for which is prepared well in advance and communicated to the students earlier.

2. Seating plan and preparation are time-table are marking is followed even for internal assessment tests and it is displayed on the notice board along with the Internal assessment time table.

3. After evaluation of internal assessment answer scripts, the scripts are given to students to have an idea of their performance in the test. If they come across any doubts, clarification is given which enables them to fare better in future.

4. By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests. Students and faculty members are made aware of the transparency to be maintained in the system of assessment. This is further enhancing the transparency and rapport between faculty members and students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NA</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The role of higher education is very important in securing the gainful employment and / or providing further access to higher education comparable to the best available in the world class institutions elsewhere. The improvement in the quality of higher education, therefore, deserves to be given highest priority to enable the young generation of students to acquire skill, training and knowledge in order to enhance their thinking, comprehension and application abilities and prepare them to compete, succeed and excel globally. The institute takes efforts to preserve and promote the Indian language, thus most of the undergraduate courses are carried out In Indian Language, Hindi. Sustained initiatives are required to reform the present higher education system for improving and upgrading the academic resources and learning environments by raising the quality of teaching and standards of achievements in learning outcomes across all undergraduate programs in science, arts, and commerce and professional streams of higher education. One of the significant reforms in the undergraduate education is to introduce the Learning Outcomes-based Curriculum Framework (LOCF) which makes it student -centric, interactive and outcome-oriented with well defined aims, objectives and goals to achieve.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">NA</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the

institution.

We are evaluating course outcome and program outcomes in terms of student activities in various aspects in outstanding activities. The process for the evaluation of the students in different subjects is followed as per the rules and regulations of the University authorities, Board of Examinations and Faculty. Students of our college secured good position in the merit list of the University and most of the students also obtained first division. Rojgar mela is organized every year by our college. Where students got placement in different sectors. Students got placement in different sector. Students of our college are also doing job in various private and government sector. Volunteers of NSS and Cadets of NCC got selected for National Level Camps.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">NA</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

862

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="#">NA</a>

### 2.7 - Student Satisfaction Survey

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

<http://gdctimarni.in/pdf/AQAR/sss.pdf>

<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
00	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
00	
File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NA</a>
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

6

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year



## Extension Activity

**Child Protection Club:** - With the aim of protecting the small children of the area from exploitation and disease, a child protection club has been formed in the college, which makes the society aware of the rights of children from time to time. **Red Ribbon Club:-** In order to ensure the contribution of students in social activities, Red Ribbon Club has been formed as per the instructions of the government, under which blood donation camps, rallies and other social programs are organized from time to time. **Ankur Abhiyan:** - Ankur campaign is conducted as per the instructions of the government to make the students aware of the environment, in which students and teachers plant trees and post them on the Vayudoot app and also take care of the plants. **Camp organization and Calling for Vaccination:** - Vaccination camps are organized in the college to prevent corona epidemic and students are made aware about vaccination by making calls. Which has also been praised by the Higher Education Department.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs ) during the year

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

10

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

2268

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

10

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Our college follows the guidelines of Barkatullah University under the supervision of MP Higher Education Department (Govt. of Madhya Pradesh) for general policies and procedures regarding utilization and maintenance of infrastructure and facilities.

Our institute has a number of committees and sub-committees which is required for smooth conducting and handling of all the operational issues in the college. Committees are such as Sports committee, Purchase and Stock Verification Committee, RUSA and World Bank Committee, Write-off committee, which oversees and supervises the utilization and maintenance of the

support facilities of the college.

Institute has adequate number of class rooms and laboratories and computing equipments for teaching and learning. The schedules of laboratories and classrooms usage is notified through the official time table which is put up on the Notice Board of the college and is given to the individual teachers. Notices are also issued about the procedures and policies for utilization of the physical and academic use and support facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

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

Our Institute has adequate facilities for Cultural activities, sports, gymnasium, and for yoga inside the college campus. College has indoor Gym facility and having access to all the students and students related to sports where college students do their practice regularly.

So many sports activities are carried out for Kabaddi, Kho-Kho, Badminton, Karate, Judo, Athletics, Table- Tennis, etc by the students in the playground which is near to newly constructed building area

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 play these games with enthusiasm. For yoga and other activities we are having Teen Shade area and a cemented stage for cultural activities where all the cultural events like youth festival, annual functions are carried out inside the college campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

#### **4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

19

##### **4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

##### **4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

604614

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

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

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

- Name of ILMS software

Soul Software

- Nature of automation (fully or partially)

partially

- Version

2.0 soul s/w

- Year of Automation

2012-2013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NA</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**4,97,220**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

90

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a well established IT infrastructure to meet the requirement of students and staff. Various software is available at the institute level as per the prevailing market conditions to make them employable like C Language , C++, visual studio, DTP, Corel draw, Java and Net as well as Kiosk machine, SWAN, smart class, soul Software etc. E-Library is also available. IT infrastructure is attached in the college to support the campus facilities and equipments. Every department of the college is well covered with installation of CCTV system for the purpose of student's security and overall surveillance. The lab of each department with 100 MBPS intra rate Local Area Network (LAN) for all departments is well connected. Computer labs with full time inlet facility are specially installed for students use. Computer facility is also available in the office for other administrative office related works. Wi-Fi connection is also available in the college

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

#### 4.3.2 - Number of Computers

71

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

604614

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>



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

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

**Classroom management:** 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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NA</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

3548

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### **5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

#### **5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

B. 3 of the above

File Description	Documents
Link to institutional website	<a href="http://www.gdctimarni.in">http://www.gdctimarni.in</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
408	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
408	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>E. None of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

18

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

1.Under the Swami Vivekananda Career Guidance Scheme, the participation of students has been ensured.

2.Eco-club has been formed by the students in the college.

3.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.

4.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.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**There is no registered Alumni Association of College.**

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

##### VISION

**Empowerment of common rural students through provide value based, employment oriented and quality education to meet the global challenges at the lowest cost.**

## MISSION

- To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole.
- To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment.
- To mould the student as a golden citizen.
- To create a learner-friendly environment to make learning a joyful and fruitful experience.
- To foster scientific skills and academic excellence in this rural area.
- To provide a holistic and enabling environment of study to young women hailing from diverse demographics.
- To consistently upgrade its teaching-learning policy, methods and apparatus so as to be able to deliver its core services in a relevant and up-to-date manner.
- To incorporate value-added, vocational and technical courses in its curriculum.
- To continue to enhance its extension activities and outreach programs.
- To partner with the government in the spread of continuing adult, mass education (through the Open and Distance Mode).

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Higher education department gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The organizational structure of the institute runs through a systematic hierarchy. The office administration of the College is headed by the Head clerk under whom there are Accountant, UDC, LDC and other Class IV Staff.

Purchasing of equipment's is done by quotations/tenders on requirement basis. The lowest quote is processed for the purchase by the Principal as per Government norms. Infrastructure development is done by building-funds and Institute-development funds as per requirement and approval by the higher-authority. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions.

**Participative management:** The Administration is always open to discussion with the teaching and nonteaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has a perspective plan. The aspects considered for inclusion are;

1. Quality enhancement and improved teaching-learning environment.2.Enhancement of student support systems.3. Improved student success rate.4. To be more innovative, industry-relevant in curriculum design and be more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning process.5.The teacher to be more of a facilitator and mentor than just a full-time tutor.6. To establish a research-facilities and to nurture and develop research culture among the students and staff.7.Life skills will be an integral part in curriculum development and delivery.8.To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

Perspective/Strategic plan and deployment documents are available in the Institution. The Institution ensures quality in teaching and co-curricular & extra-curricular activities.



The perspective and the strategic plan have been explained in the Higher Education Academic Calendar. But, since the College is affiliated to BU Bhopal University, the major strategic plans like curriculum development, examination policies are decided by the University. The teachers also contribute for strategic plan of the College by the knowledge which they gain by participating in conferences, refresher & orientation courses.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

Our college is governed by Higher Education Department of Madhya Pradesh Govt. which has the responsibility to take care of all the colleges in the state of M.P. However, the administration of Govt. College Timarni is the responsibility of the Principal who is directly accountable to the Department of Higher education.

**Principal-**The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners, teaching and non-teaching staff.

**Heads of Departments-**The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for co-curricular activities -The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance the overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library etc.] For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Link to Organogram of the Institution webpage	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

### 6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college has many welfare schemes effectively running at the institution in accordance with rules of MP government. Some of the welfare schemes for teaching staff and non-teaching staff are:

- Retirement benefits.
- Provident funds/ GIS/ Medical reimbursement of leave.
- Compassionate appointments.
- Faculties appointed in Government of MP before 2005 are eligible for pension benefits on retirement, GPF, gratuity and faculties appointed after 2005 are eligible for NPS system.
- Leave Encashment.

- Ex- gratia for teaching and non-teaching staff.
- Maternity leave for women employees.
- Child care leave for women employees.
- Uniform to non-teaching staff (Class IV employees).
- Career appraisal schemes (CAS like FDP, Orientation, training).
- Multipurpose gymnasium for physical fitness.
- Library Facility for the accession of international and national journals.
- Internet and Wi-fi facility.
- Canteen facility.
- Sports facilities.
- Parking facility.
- Clean water for drinking.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

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

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

#### **6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

28

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal for teaching faculty following the UGC regulation 2018 and amendments thereof, the institution monitor's performance appraisal system through submitting of CR (Confidential Report) of the teaching staff. The CR reflects the details of refresher / orientation course/ workshops etc. that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The evaluation of courses taught and average number of clocks works in a week are computed. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. The involvement in the welfare of students and community work is given due weightage for monitoring performance. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject, that can upgrade his overall performance.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism

for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the Government college Timarni. Our college is a government Institution and hence we follow all the rule regulations of government for financial management and audit. There is a janbhagidari committee, purchase committee at internal level expenses, and audit with the help of an accountant in the college. The college manages all the grants received from govt., from UGC, from university and other agencies under different schemes and heads through the accountant. The college also hires the services of a chartered accountant for internal audit of the college who provides an audit report every year. Auditors appointed by the department of higher education government of MP and Auditor General of MP also audit the college as an external agency. This is a regular practice adopted by the institution to do both internal and external audits. The audit observations comply after detailed scrutiny to the satisfaction of the audit team. The Principal of the college verifies all the entries in cash books. All the process in the college is strictly monitored by the principal. The copy of the audit are also preserved in the college for record.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	No File Uploaded

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is run by the government so the funds to be utilization primarily allotted through the Higher Education Department of M.P. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The various funds which are received under the different heads in college are RUSA, World bank, UGC, PD/AF, Examination and Government. The institution utilizes and mobilizes the funds as per the government rules. The Funds under Jan Bhagidari Samiti head are utilized after due approval of the Jan Bhagidari Samiti. The utilization certificate of RUSA fund is submitted to the higher authority (State Project Directorate, Bhopal) on a regular basis or whenever demanded. Similarly, utilization of World bank funds is as per Govt rules. and utilization certificate is submitted on a regular basis. The payment of salary of teaching and non-teaching staff of the college is disbursed from the Funds received from the State government. Grants received from RUSA and World Bank are earmarked for infrastructural related growth and developmental work of the college. Department of All funds are utilized as per the financial rules and store purchase rules framed by Department of Higher Education, Government of MP.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres,

various quality assurance strategies initiated by The IQAC of the institution are as under:

1. To present students projects/ creativity a two day Science Techno Management fest and Art Commerce Exhibition organized by institute.
2. All the faculty members are encouraged and supported to participate in orientation, refresher courses, workshops, seminars and conferences related to the teacher-learning process and research.
3. International, National, Institute level Seminars/Short term training program organized by institute in which students and Teachers are benefited.
4. Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum.
5. All the teachers are encouraged to make e-content and Google classroom for effective teaching-learning processes.
6. Almost all the laboratories are equipped with charts, models etc for effective teaching-learning process.
7. The IQAC also provides support & guidelines, internet access for the students to various scholarships.
8. The college also provides platform for the students to participate in Intra- College and Inter -College level competitions under various events.

File Description	Documents
Paste link for additional information	<a href="#">NA</a>
Upload any additional information	<a href="#">View File</a>

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



recorded the incremental improvement in various activities

IQAC of the college is viewed as a coordinating and facilitating organ among various wings of the college with an objective to assure quality and excellence. In the process of quality initiatives, IQAC pragmatically contributes to the improvement, enhancement and further development of the teaching-learning process. It ensures a proactive role of both the students and faculty. A platform for open dialogue and feedback is periodically organized by IQAC. It brings greater participation and better mutual understanding in the teaching-learning process. This has been fulfilled through students' assessment of staff collected through feedback forms to be compulsory filled by Students of various Departments of the College. The IQAC also envisions greater integration of teaching, technology, infrastructure and support services to facilitate the smooth flow of teaching and learning process. Each academic year begins with an Orientation organized by IQAC on a chosen theme which usually focuses on teaching-learning pedagogies. College staff is encouraged to attend FDP program, Workshops, seminars to enhance their understanding about teaching and learning process. IQAC has initiated MOU's with different Universities/ Colleges/ institutions for various internships and projects for the enhancement of student's skills in different aspects.

File Description	Documents
Paste link for additional information	<a href="http://gdctimarni.in/pdf/AQAR/sss.pdf">http://gdctimarni.in/pdf/AQAR/sss.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="#">NA</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The practice involves a process of being fair to women and men so that women can equally enjoy socially valued goods, opportunities, resources and rewards.

A society attains better development in all aspects when both genders are entitled to similar opportunities. MP government has initiated 'Gaon ki Beti' yojna . The objective of the scheme is to provide financial assistance to motivate talented rural girls for higher education.

Separate NCC wing is created 'MP-05' Battalion in year 2018, to encourage girl students and Mrs. Nandini Aggrawal is nominated as In-charge for the wing.

Separate NSS unit is started exclusively to encourage the girl students and unit is successfully conducting activities under guidance of Miss. Meenakshi Yadav to serve society.

Girls'waiting hall is provided in the campus

**Women's Grievance Redressal Committee:-**A committee constituted by the college in order to promote a healthy working environment for all our female staff and students. This committee also works for building a gender sensitized environment at our institute.

#### **Sports Coach- Girls' Division**

The college also appointed a separate Sports Coach for girls- Ms. Priyanka Chandel to conduct sports activities for girl students.

File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/1OAfsTSqBR96S4kVCstakgZgIgSZwdOuQ/edit">https://docs.google.com/document/d/1OAfsTSqBR96S4kVCstakgZgIgSZwdOuQ/edit</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://docs.google.com/document/d/1iBURcYV5O_rwpuFcw-N-6iGQU1lKZX4-/edit">https://docs.google.com/document/d/1iBURcYV5O_rwpuFcw-N-6iGQU1lKZX4-/edit</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation**

**C. Any 2 of the above**

**Use of LED bulbs/ power efficient equipment**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Liquid Waste Management**

Liquid waste from the points of generation like toilets and laboratories, is let out as effluent into a proper drainage facility and to avoid stagnation.

**Solid Waste Management**

Every day all academic building and other surrounding area in the campus are cleaned and solid waste disposed properly by workers. A big pit was dug out to collect solid waste. Dustbins are placed at different places to collect solid waste.

**E- Waste Management**

Useful parts of the electronic gadgets have been removed from the gadgets for reuse in practical/ projects. All the miscellaneous e-waste like batteries, electronic items are collected from every department and office and delivered for safe disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">NA</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>		<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	<b>C. Any 2 of the above</b>

File Description	Documents
Geo tagged photos / videos of the facilities	<b>No File Uploaded</b>
Any other relevant documents	<a href="#">View File</a>

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>D. Any 1 of the above</b>

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**Our college is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education and set communal harmony. Our college has conducted seven days NSS Camp to godgram village to encourage young NSS**

volunteers to develop their personality through community service. The college also organised an educational tour to a Vedic school to promote cultural awareness. The college celebrates cultural and regional festivals and days like Annual Function, Yuva Utsav Alumni Meet, MP Foundation Day, Youth Day, Yoga Day, Vijay Diwas, Shaheed Diwas to teach tolerance and harmony to the students. Our college also promotes activities for wellbeing and social responsibility of students like Nasha Mukti Shapath, COVID awareness programmes and voter awareness programmes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The college sensitizes the students and the employees of the college to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. The students are inspired by participating in various programs on culture, traditions, values, duties and responsibilities by inviting prominent people. The college conducted awareness program on ban of plastic, cleanliness, Swachh Bharat , awareness programmes on TB, HIV etc.. the following programmes were organised by the college to sensitize students and employees -

1. NSS & NCC students worked as verifier in different Health Centres at the time of vaccination.
2. The college also conducted one day vaccination camp in the campus.
3. A temporary call centre was also set up in the college where students of NCC & NSS made call to the people to get vaccinated.
4. HIV awareness, TB elimination, awareness workshop, Blood Donation, awareness workshop were organised under Azadi ka Amrit Mahotsav.
5. Polythene mukt abhiyaan to create awareness for clean

environment.

6. Tambaku Nishedh Diwas/ World- No Tobacco Day - the yearly celebration of this day is an opportunity to raise awareness on the harmful effects of tobacco.
7. Gandhi Jayanti - 2 October 2022, cleaning activities were done to celebrate this day.
8. Road Safety Seminar to educate students about improved safety measures and traffic management.
9. Mini Marathon was organised on National Sports Day.
10. Tiranga Yatra was organised under Azadi ka Amrit Mahotsav.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**4. Annual awareness programmes on Code of Conduct are organized**

**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded



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

Different programmes are organised in our college to inform the importance of special days. Commemoration of different national and international days provide an opportunity to indulge in non - academic activities and it is also a great way to understand one's culture. Celebration of these days create awareness among students and teachers and encourage them to contribute their efforts for making a great society. The following days were celebrated in our college -

1)International Yoga Day

2) Kargil Vijay Diwas

3) Independence Day

4) National Unity Day

5) Vigilance Awareness Week

6) International Day for Children's Right

7) Constitution Day

8) World AIDS Day

9) Vijay Diwas

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Higher education is mark of the country's future turn of events

and progress. In India, higher education is an important aspect in everyone's life, it gives students to learn more about anything and to pursue in that field. . Best practices are those which add value to human life and support main cause of an institution. It helps in development of an institution. Value Based Education has now been made an integral part of the New Education Policy 2020. Value based education is likely to help the nation fight against all kinds of prevailing fanaticism, ill-will, violence, dishonesty, corruption, exploitation and drug abuse. Our college equates human excellence with nobility and humbleness. Women are considered as a unique power unit and potential resources for social, cultural and economic development. Education has an effect on women empowerment as it creates in them awareness, capabilities, choices and opportunities which is crucial for the economic growth, social prosperity and sustainable development of any country. That's why empowerment of girl students is a prerequisite to fulfill this purpose. So our college had proposed two best practices- (1) Education in Social norms and Ethical Values (2) Social Empowerment of Girl students.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

It is very much importance in the overall progress and development of the institution. Most of the students of our college are from rural background but they are good in performing extra curricular activities. Our college also encourages students and provides facilities to them , so that they can perform their best. Cultivation of good values helps to develop good character in a person. It also helps to provide a strong anchor to one's personality. Different activities of our college can be considered opportunities to cultivate human values. On top of the list of human values is unconditional love and service, rendered to people irrespective of their race, religion, or nationality. In our college we have active

NSS, NCC, Eco-Club and Child Protection Club, which regularly conduct different activities in the college and also outside the college. Our college runs different activities to create awareness on environmental protection, health development, community development and also most important thing that is development of students' personality.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

The college has planned following plans for next academic year-

1. To enhance quality of teaching and learning and emphasis on focusing E-learning materials.
2. To encourage teachers and students for research activities like to organize and to participate in state or national level seminars, conferences, workshops etc..
3. To organize more sports, NSS, NCC, Eco - Club activities for the students.
4. To organize training programs for teachers and students.
5. Sensitization of students on constitution of India, values, rights, duties, gender equality and responsibilities of citizens.
6. To organize programs on gender equality.
7. To work for more greenery in the college, keep campus clean, green and eco-friendly. Regular drives for plastic free environment is conducted in the college to aware the students, teachers and non teaching staff. The IQAC plans to conduct an environment audit in the coming session.
8. To make new Language Lab, and upgrade E-library.
9. To implement the recommendations that would be provided by the NAAC.