Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT KAMALA RAJA GIRLS POST GRADUATE AUTONOMOUS COLLEGE**
Name of the head of the Institution	**DR. MANJU DUBEY**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07512625495**
Mobile no.	**9301116371**
Registered Email	**gkrgcollege@gmail.com**
Alternate Email	**krgc@rediffmail.com**
Address	**Kampoo, Lashkar**
City/Town	**Gwalior**
State/UT	**Madhya Pradesh**
Pincode	**474001**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**26-May-1995**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**PROF. SANJAY SWARNKAR**
Phone no/Alternate Phone no.	**07512438173**
Mobile no.	**7000396363**
Registered Email	**krgciqac@gmail.com**
Alternate Email	**sswarnkar2@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://krgcgwalior.org/uploads/aqar/aqar1718.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://krgcgwalior.org/uploads/pageinfo/academiccalender1819.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**B**	**72.50**	**2002**	**12-Nov-2002**	**11-Nov-2007**
2	**B**	**2.10**	**2010**	**04-Sep-2010**	**03-Sep-2015**
3	**A**	**3.03**	**2016**	**02-Dec-2016**	**01-Dec-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**08-May-2006**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GOVERNMENT KAMALA RAJA GIRLS POST GRADUATE AUTONOMOUSCOLLEGE	Autonomous	UGC	1995 1825	10000000
GOVERNMENT KAMALA RAJA GIRLS POST GRADUATE AUTONOMOUSCOLLEGE	MPHEQIP	Deptt. of Higher Education	2019 1095	199500000
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. The college has provided the land for construction of smart washroom in the campus for the benefit of huge number of students under Smart City Project. 2. Students were made aware by grievance redressal cell so they can empower themselves and raise their voices against any type of harassment. 3. Being a member of RUSA cluster this institution took part in the workshop on collaboration. Research and academic collaboration with the affiliated university

was accomplished successfully. 4. The college has conducted student tracking through alumni meet and tracked students progression and placement. 5. The college has conducted the Udaan Coaching for preparation of competitive classes and started its first batch in this session. Students from weaker section are benefitted from this worthy scheme.

[View File](#)

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
[View File](#)	

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

Name of Statutory Body	Meeting Date
Academic Council	**22-Jan-2021**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2019**

Date of Submission	**28-Feb-2019**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The KRG college has a data management system through ERP covering various aspects of academics and administration. Student Data, General Administration, Admissions, Fees, Scholarships, Fellowships, other welfare schemes etc., and purchase of various requirements of departments and centers are effectively and efficiently managed online by administrative staff. Apart from centralise admission process KRGC ERP provides module for admission in Short Term Courses and Ph.D programme. The system enables a**

reliable mechanism for documenting, monitoring and controlling various academic, cocurricular, extracurricular and administrative nature. Also, there is a provision for online payment. Registration of Optional papers is also done online. Student's data is entry connected with KRGC MIS database. Use of KRGCERP software is done through University and Govt. Portal. Government Scholarship and Caste Validity is done through the Government of Madhya Pradesh portal. Online purchase is done through GEM portal and MPLUN portal. KRGCERP provides facility of online payment to the students.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				

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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Physics	29/08/2018
MSc	Mathematics	29/08/2018
MSc	Biotechnology	29/08/2018
MSc	Food & Nutrition	29/08/2018
MA	Sociology	29/08/2018
MA	Geography	29/08/2018

MA	History	29/08/2018
MA	English	29/08/2018
MA	Urdu	29/08/2018
MA	Philosophy	29/08/2018
MA	Political Science	29/08/2018

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

[View File]

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

KRGC has always been following innovative ideas and making a stand on sustaining quality in the areas of curricular, co-curricular, extracurricular and administrative services. The institute conducts feedback sessions for various stakeholders including students, teachers, non-teaching staff, parents, alumni, employers, industrialists etc. on a regular basis. The feedback is obtained on important aspects of, the utility of courses, framing and updation of syllabus, quality of teaching-learning process, and various innovative practices used in support systems. IQAC collected feedback from the faculty (regular as well as guest faculty) on curriculum and related aspects. Routine parents-teacher meet is the source of taking feedback from parents. The feedback process for session 2016-17 was started in the month of March 2017 and feedback obtained online through Google form. This process applied for all the stakeholders separately. The link of Google form shared with all the stakeholders and approximately 2 months is given to fill the responses. The feedback analysis is also done through the Google services and response sheets generated in various graphs. The analysis of feedback is put up before a statutory body for approval and afterward communicated to the concerned officials and incharge of various committees. IQAC framed the strategy for the improvement if it is required and started to work on the gaps through its various committees. The open feedback is also encouraged by IQAC. The faculty and IQAC members frequently consider the input from students and other

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	8749	1701	88	32	49

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The unfamiliar surroundings, culture shock, peer pressure, pressure to perform, physical changes, career choices, relationships, identity formation are just some examples of issues and challenges that confront the young undergraduates. It is fact that most of them find ways to cope with these issues but some of them truly struggle for support and this situation affects their academic performance. Though KRGC followed a practice of parents-teachers for a few decades, in 2016 It has started a mentoring system in this college. It is also a fact that the institute faced a big challenge to design a comprehensive program for all faculty and students paying special attention to those who are in need. The Counseling and Mentoring support system was introduced to cater to all the undergraduate and postgraduate students of KRGC. Mentoring system is a mainstreamed activity that covers every academic department and its faculty members are supposed to do work as Mentors (we can call them teacher guardian or TG) for giving academic and non-academic help to the students during non-schedule duration. Students are called mentees. Every student is assigned a mentor with whom she can discuss any issue of concern. The students have liberty to choose any faculty to interact with their issues and get it resolved. Mentors or TG regularly interact with the student and help them feel comfortable especially when they are fresh in the first year or in PG first semester. In this system the college communicated the name and contact number of the mentors to the parents, through students so that they can interact for any assistance and information desired. In addition there is a Counselor team also that can assist students if they are facing stress and are getting mentally disturbed. Mentees also make themselves visible through the Register of mentee (RoM). RoM helps in keeping the information intact and easily available as and when required. Mentees are in contact with the same mentor for 3 years, this makes them comfortable with the teacher and also helps the teacher in identifying specific problems related to the mentee. Parent Teacher meet is a regular practice adopted by the academic interaction cell. An exhaustive feedback is taken during the parent teacher meet and analysed.

Feedback is kept in the statutory body also. Salient Features of this system are : • Six monthly meetings • Approximately 60 students clubbed with each teacher guardian • Strong Feedback mechanism The overall performance of the student is analyzed by viewing the ROM or Academic Mentoring Data Register (We are planning to start maintaining data in the Academic Mentoring Data Card). There is reported through feedback responses better understanding and dynamics between the students and faculty. The pass percentage of mentees has gradually improved and it assured that mentees are become more confident and get encouraged.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
10476	168	1:62

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
168	168	0	168	125

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
48	10476	0.45

2.6 – Student Performance and Learning Outcomes

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

http://krgcgwalior.org/uploads/courseoutcomes/co/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

No Data Entered/Not Applicable !!!

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2.7 – Student Satisfaction Survey

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

https://krgcgwalior.org/uploads/naac/SSS201819.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Nill

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	0	0	Nill	0
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

8

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
View File		

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill

No file uploaded.

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Geography	1
Sanskrit	1
Commerce	4
Chemistry	0
English	1
Drawing & Painting	0
Political Science	2
Home Science	3
Hindi	0
History	0
Music	0
Mathematics	0
Sociology	2
Economics	0
Psychology	0
Zoology	0
Philosophy	0
Urdu	0

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
0	Nill	0	Nill
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations

					mentioned in the publication	excluding self citation
**No Data Entered/Not Applicable !!!**
View File

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
**No Data Entered/Not Applicable !!!**
View File

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
**No Data Entered/Not Applicable !!!**
View File

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
0	0	0	0
**No file uploaded.**

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
0	0	0	0	0
**No file uploaded.**

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
**No Data Entered/Not Applicable !!!**
View File

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
View File

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9000000	9000000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

View File

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	167	6	18	3	4	14	20	20	10
Added	12	0	0	0	1	2	0	0	10
Total	179	6	18	3	5	16	20	20	20

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Audio and Video Recording	https://krgcgwalior.org/uploads/naac/music-deptt-audio-video-recording.pdf

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5000000	753000	4000000	1260000

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

The infrastructure of various academic, sports and cultural facilities is being strengthened and maintained focusing needs of the students in line with the perspective plan adhering to the standard operating procedures and plans. The administrative office supervises and manages the maintenance of infrastructure facilities and up gradation and maintenance is achieved through grants received from various agenciesviz. Govt. of M.P., RUSA, World Bank and UGC. Janbhagidari funds for self-financed infrastructure. Maintenance of

academic facilities: The classroomsare allocation is based on the need assessment. The heads of the departments prepare a schedule and lab manual for the optimum utilisation of laboratories. Maintenance of laboratories, equipment, music studio and museum are taken careof by the lab technicians andsupporting staff. Inventory registers are maintained in the labs for the periodic stock verification Maintenance ofLibrary: Library facilities include central library, e library of the college as well as departmental libraries. The Library Committee plans and the Administration Office oversees the library infrastructure.The library personnel look after the effective functioning and maintenance of the central library and e library. The integrated library management system is used for automation/stock verification. The departmental libraries are maintained by In-charge departmental Library appointed by departmental heads.Library committee recommends the purchase of books as per demand and the processes needed for the maintenance of books like termite treatment, fumigation of Library etc.Librarian of the college has to keep track of the online data availability in the form of Wi-Fi and LAN Connectivity. Maintenance of IT facilities: The IT cell oversees the purchase, installation, software upgrades, repair and maintenance of computers and other IT facilities.The IT infrastructure is maintained by skilled and trained internal system administrators, supported by AMC service partners. Elevators, air conditioners, UPS, CCTV and generators are maintained by AMC partners.Verification and maintenance of the auditoria and conference hall furniture, functionality of audio-visual, ICT and other facilities are done periodically by the technical staff. Maintenance of Sports facility: Department of Sports monitors the up gradation and maintenance of sports facilities, gymnasium and equipment through supporting and outsourced personnel. Personnel are available to provide services such as electrical work, plumbing, furniture upkeep, building maintenance, gardening, maintenance of sports facilities and housekeeping. Apart from the cleaning staff appointed by the Govt. Looking at the spread area of the college, College should outsource cleaning team from outside Maintenance of Clean and Green campus: Natural beauty of the campus has been enhanced by effective landscaping. The green parks are utilised for recreation, group study and relaxation. The green parks of the college are maintained by a team of gardeners augmenting the floral strength of the campus.

http://krgcgwalior.org/Eng/page/PolicyMaintenance

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial aid	54	54000
Financial Support from Other Sources			
a) National	Government Scholarship	5569	33493945
b)International	Nill	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			

View File

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The KRGC Student Council is formed as per the Department of Higher Education, Govt. of Madhya Pradesh. It runs with the objective of promoting participatory decision making, arranging extracurricular activities to bring out the hidden talent and motivating students to participate in these activities, which include the cultural and social development of the students. Generally Students council is an elected body having students from all fields, since 2006 indirect method of election as per Supreme Court's order on the implementation of the Lyngdoh Committee report are franchised in the state. According to Higher Education Department MP rules and regulations, open election was conducted in 2017 to elect through voting the class representatives and office bearers to form Student Union. It was a proactive council that endeavored in promoting educational values and decorum inside and outside the campus. Since 2017-18 again student elections in the state are on hold due to reasons best under the purview of department of Higher education Govt. of M.P. The Student Council has student leaders with various portfolios and works in coordination with the Staff-in-charge of the committees, like Board of Studies, IQAC, AF Committee, Annual Function, Hostel Committee, Sports Committee, NSS, NCC and Career Guidance Scheme Cell. In all, through the student representatives the leadership skills and initiative in students are nurtured proactively by motivating them in organizing all activities and functioning of the committees. All extracurricular activities like Singing Dance competition, Fashion show, Debate, etc. are organized as a part of the Youth Festival Competitions. The winners in these events compete in State and National level competitions. The NSS program in the college is efficiently conducted with three units and more than three hundred volunteers. The volunteers arrange activities round the year in which they participate, interact and grow. These activities include social awareness activities, environmental awareness activities and cultural activities. Students participate in a seven day camp and are further selected for state and national camps. The NCC is operated in the college with two units and more than three hundred cadets who participate in various activities of social and national concern. The NCC camps give opportunity to enhance skills among students. Swami Vivekanand Career Guidance Scheme Cell offers various programs for the overall development of the students which include skill development programs, career counselling, personal counsel, personality development, competitive edge building and entrepreneurial skills. The workshops are organized inviting experts from different spheres including current themes like digital marketing, photoshop, photography etc to suggest new avenues of career . It also generate competitive spirit in the students. The Earn While You Learn Scheme helps them to learn entrepreneurial skills. They arrange Melas like Sawan Mela, Diwali Haat to sell their handmade products like Rakhi, Bangles, Cards, clay divas, etc. It is a platform to enhance their skills of marketing their products. The career cell committee members give their valuable guidance to the students in their free hours. The students are encouraged to take civil services and other competitive examinations. Udaan coaching

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

An organization's alumni are the reflection of its past, representation of its present and a link to its future. The college is a centre for learning and mass education for girls since 1937. It has active alumni since 2006. The alumni association was formed by the than Principal Dr. Asha Mathur, a visionary alumni of the college, as per the MP Registration Society Law 1993 (Ref Letter No 2/42/01/10277/6 date 09 May 2006). Since then the alumni has been interacting in unique ways with the college. The objectives of Alumni Association are : - To establish and maintain contact between past and present students through various activities - To establish interaction with Industry for the benefit of students To extend financial support to the needy and deserving students - To extend counselling (career as well as personal) support to present students The prominent alumni of KRGC are Padm Shri Dr. Uma Tuli, Bal Shri Miss Aadya Dixit, Vice Chanceller Prof. Sangeeta Shukla and Prof. Nisha Dubey, Additional Director of Higher Education Deptt. Prof. Kirti Saxena, Principal of Govt. colleges Prof. Asha Mathur, Dr. Ramesh Sharma, Dr. Archana Bharadwaj, Dr. Vijya Sareen, Dr. Manju Dubey, Professor in Deptt. of Higher Education Dr. Anju Gupta, Dr. Jyotsana Rana, Dr. Alka Maurya, Dr. Kumkum Mathur, Dr. Vimlesh Agarwal, Dr. Veena Shukla, Dr. Neeru Gupta, Dr. Preetibala Shrivastava, Dr. Beena Singh Sahni etc. The officiating members of KRGC Alumni Association are: Major Asha Mathur, President Prof Ramesh Sharma, Vice President Dr. Rashmi Pawar, Vice President Dr. Archana Bhardwaj Secretary Dr Aruna gangajaliwale, Joint Secretary Dr Veena Shukla, Joint Secretary Dr Anju Gupta, Treasurer Dr Madhu Laxmi Sharma, Member Dr Vimlesh Agrawal, Member The Alumni Association has added feathers to the cap in various fields giving the college national and international acclaim.They share a wealth of experience through different modes like discussions and counseling. They are our best ambassadors, offering valuable marketing and promoting across their personal and professional networks. Alumni take active participation in the academic advancement and syllabus up-gradation by being active members in BOS and other committees of the college. Every year a sports and fitness training camp is organized by the alumni for two months i.e. May and June. Alumni visit the college to relive their memories and interact with the present students. Alumni of the college provide endowment lectures for the benefit of the students. Alumni members also provide financial support to poor students. They give support to conduct Job fair and Udhymita Mela. The various activities of the alumni are conducted with the support and guidance of a committee at the college level. Dr. Anju Gupta is a coordinator of this committee.

5.4.2 – No. of registered Alumni:

56

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The administration of KRGC is quite decentralized and academic non-academic responsibilities delegate with Academic Secretary, Deans of faculties, Heads of Departments and Coordinators of Self Financing Courses, Controller Examination,

Administrative Officer etc.. There are more than 75 committees, cells and sections constituted for academic and non-academic works. The college organised periodical meetings of various committees and ensure to frame plan and strategy, to execute and monitor it, and analyse and evaluate the activities. All stakeholders included in the strategy for quality administration. A periodical review of syllabus and curriculum is regularly done for each discipline and department to update and deliver quality education to the students. The role and functions of the Board of Studies and Academic Council are closely monitored to assist them to function effectively. Academic Cell prepares the institutional academic calendar with the help of HODs and Examination Cell. Academic meetings with HODs are organized by Academic Cell to decide upon the dates. After sincere discussion on various phases of calendar it is framed and communicated to all departments after signature by the principal. The faculty members of various streams are also involved in decision making process at various levels. At the Department level, the Head of the Department holds the responsibility of motivating and mobilizing the opinion, suggestion and feedback from the staff members at all aspects of administration and academics. Heads / Coordinators pass it on to the Academic Secretary and Academic Secretary puts it before Principal and Chairman of the Academic Council and IQAC for facilitating the process of decision making. Teaching staff members hold various administrative positions which are as follows: Academic Secretary, Controller Examination, Administrative Officer, Deans, HoDs, Members of Academic Council, Staff Council, Governing Body, Janbhagidari Samittee (PPP-Public Private Partnership). The process of decision making in KRGC involves the following statutory bodies: Governing Body, Academic council, Janbhagidari Samittee (PPP-Public Private Partnership), Staff Council, Administrative Advisory Board, Forum of HoDs and Coordinators, Departmental Board of Studies. Apart from these Officials Forum, Students' Union also has been consulted on matters of concern related to students. Scholarship Disbursal Management (SDM) : Scholarship form forwarding and disbursal is one of the most cumbersome and diligent task, executed by the college administration. 90 of the college students get Scholarships/ awards or benefits under one or the other schemes which includes Post Matric SC, ST, OBC, Gaon ki Beti, Pratibha Kiran, Awaas Yojna, Awagaman Yojna, Central Sector, Aggregated Scheme etc. This Year a nodal officer is appointed amongst the faculty not less than the designation of Associate Professor to take care of these schemes. Different subcommittees are constituted under Nodal officer for various scholarships. Apart from faculty members there are members from class III section also included in these committees. In Scholarship Disbursal Management (SDM) college administration made different teams for Form Collection and Form forwarding. Finally scholarship forms are approved by the principal (institutional sanction authority) and sent online to respective scholarship portals for scholarship sanction to students. The work of Form Collection and Form Forwarding

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum of UG Programs is provided by the department of Higher education Govt. of Madhya Pradesh, which is being developed by the Central Board of Studies. Curriculum for P.G. Courses is designed by the affiliating university Jiwaji University, Gwalior. As far as

the curriculum for self finance subjects are concerned, some of them are being developed by the Central Board of Studies and some other by the board of studies of the university. Many faculty members of this college are the Chairperson/members of various Central Board of Studies and board of studies of University. The template for the overall curriculum is prepared through consultative process among the various stakeholders initiated by the Academic Secretary and Academic Deans. Based on their inputs, the type of courses and the number of allied/optional courses are stipulated and contents are prepared by the respective departments. All curriculum of UG and PG programs placed before Board of Studies of related subjects by the departments. BOS is constituted as per prevailing norms of the Jiwaji University Gwalior and University Grants Commission - UGC that includes members from industry, representation from students and alumni. After getting recommendation from BOS the curriculum is approved by the Academic Council of the college. The provision of 20 deviation in above curriculum is permissible for Autonomous Colleges in the norms of the Department of Higher education Govt. of Madha Pradesh and Jiwaji University, Gwalior. These norms are followed by the Board of Studies of this college. The curriculum is, thus, finally evolved after incorporating the suggestions from members of the Academic Council. Curriculum is implemented imbibing different methodologies. Curriculum for value added courses/short term courses is developed by the college. It is placed before related Board of Studies for recommendation and finally approved by the Academic Council of the college. The curriculum of value added courses is developed keeping in view the market orientation and local need of the parent subject. The Course Outcomes are outlined in alignment with the Programme Specific Outcomes which ensure the fulfillment of Programme Outcome. The status of autonomy helps the college to restructure the curriculum with due consideration of suggestions from stakeholders in order to make it relevant to contemporary

		times.
Teaching and Learning		All UG/PG programmes run in this college have the formal pedagogy of teaching and learning within the curriculum with stipulated marks and grades such as tests, assignments, seminars, projects, field trips, industry visits, internship, lab work etc.. PG students submit their projects allotted by the departments within the curriculum. Ph.D. scholars of various research centers research on socially relevant areas for their thesis. Teaching and learning procedure in the college is a mixed blend of traditional, modern and ICT based methods. Depending upon the topic to be covered. Teachers notify their mode of teaching to students. Lesson plans are prepared by teachers and notified to students well in advance to make teaching more participative and student centric. Students are informed about flip classes well in advance. Different teaching methodologies like traditional teaching through board, ICT based teaching, experiential learning, project based teaching, lab work, workshops and seminars are used.
Examination and Evaluation		The Controller Examination - COE office, which is run in Examination Cell, has its exclusive management system to manage its various requirements in the process. All aspects of the system are systematically developed. Examination System starting from online registration, enrolment process, submission of online examination form, online entry of CCE as well as practical examination marks, to downloading results and verification. Different CCE modes are utilized for internal evaluation of different classes. Evaluation is done through different innovative methods like open book system, students has participation in the evaluation mechanism a cumulative judgment sheet is prepared and marks are communicated to the individual student. Semester and Annual Examinations are conducted in the shifts as decided by the COE. A team having senior professors is appointed to conduct these examinations. The examination protocol is as follows - Centre Superintendent - Shift

		Superintendent – Asstt. Shift Superintendent. Assistant Superintendents are appointed one @ 300 students ratio. Permanent Invigilator and shift Invigilators are appointed one @ 25 students. There is a provision of flying squad which is separately appointed for each shift. The mark statement of KRGC has 13 security features. The IQAC conducts quality audit through department evaluation at the end of each year for improving the academic quality. Students can peruse the valued answer scripts of the internal tests. There is a provision to apply for review or revaluation of answer scripts of the final examinations.
	Research and Development	KRG College has recognized research centres in 16 subjects - Hindi, English, Sanskrit, Urdu, History, Sociology, Political Science, Economics, Philosophy, Music, Drawing Painting, Geography, Commerce, Home Science, Zoology, Chemistry. All research centeres are recognised by Jiwaji University, Gwalior. 56 professors are research supervisors/guide in these 16 research centers. Apart from these teachers Dr. N.K. Nagaich, Professor, Psychology is also recognised guide with research centre at other college. These research centers promote research work on socially relevant issues and need of local society. College has a Research and Development Cell - RDC, which takes care of Research and development related activities. RDC motivates teachers to submit research proposals to different funding agencies. RDC publishes an Inter-disciplinary international Journal, Creative Discourse. Students are also promoted to opt for small research based projects to strengthen RD ecosystem of the college. College has Intellectual Property Right Committee - IPRC for maintaining ethics in research work conducting in the institute. Another committee for Industry Academia Collaboration - IACC works on requirements of local industries from this college. The college is going to establish Entrepreneurship Development Cell - EDC.
	Library, ICT and Physical	The high-quality library facilities

Infrastructure / Instrumentation	are available in the Central Library of KRGC. It is automated through SOUL 2.0 software. This enabled the computerised transaction of books (Issue books). College has NLIST membership and teachers and students can use NLIST. College has e-library with 21 computers. E-library provides access to educational websites and e-content. The main feature of Central Library is its KIOSK, which helps teachers and students to search their required books. Central Library has partial open access and provides for reprographic facility. Library operating hours are from 10.30 am to 5.30 p.m. in the regular working days and from 8.00 a.m. to 7.00 p.m. in the examination days. Librarian of the Central Library helps students in lending and borrowing books from the library. PG departments and departments under Self Financing Scheme have their own libraries which are looked after by the faculty of the department. Department of Law has a separate guest librarian to look after the departmental library.
Human Resource Management	Human Resource (teaching and non-teaching staff) is managed by the Department of Higher education (DHE) Govt. of M.P. as per the guidelines of UGC. The recruitment process has been carried out by Madhya Pradesh Public Service Commission - MPPSC, Indore. As per the results of the recruitment process provided by MPPSC the Secretary of DHE Govt. of M.P. appoints staff for this college. The DHE Govt. of M.P. provides funds for the enhancement and maintenance of infrastructural facilities of the college and principal of KRGC with the help of administrative staff and maintenance team implemented the orders of higher authority. DHE provides the guest faculty against the vacant teaching posts. The process of appointment of guest faculty is online and there is a chartered mechanism for this. KRGC follows the process of appointment of guest faculty for self financing courses/subjects. The Principal of the college is responsible to appoint guest faculty. There is appraisal system adopted by this institute for teaching and non-teaching staff. The process is guided by DHE. According to the process the IQAC of KRGC plays a vital role in bringing out

	an Academic Staff Performance Indicator. The performance indicator for teaching staff incorporates details of lectures delivered, remedial, teaching-learning programmes and supports extended to slow learners for enhancing their competency. It also throws light on the research efforts, publications, organizing and attending conferences and academic programmes like FDP by the staff members. The details regarding various awards, honours and recognition conferred upon them and various administrative responsibilities held by them are also included. The score sheets are prepared by the IQAC and submitted to the Principal for appropriate remarks. The Principal put it before Additional Director of Higher Education, Gwalior-Chambal Division for review remarks. Finally these appraisals sent to Commissioner, DHE Bhopal for further necessary action.
Industry Interaction / Collaboration	The college administration has provision to appoint a representative from the industry in Board of Studies of various subjects as per guidelines of UGC. Hence representative from the industry is always a part of curriculum development of the college. The curriculum of both UG and PG has a component of project and internship. Hence all students have to contact local industries for it. Many linkages are created for industry and academia interaction for this purpose. There is another provision to have a representative from the industry in IQAC. A representative from the industry gives valuable suggestions for quality enhancement in the field of entrepreneurship and placement. Employment and Placement Cell of KRGC always keep in touch with industry management and entrepreneur for conducting Job Fair and Udhymita mela. All departments regularly organize guest lectures, extension lecture, endowment lectures, seminars, conferences, workshops and other academic activities always in collaboration with industry. Research Development Cell also organizes workshops for collaboration with industry. College administration always promote to have MoU with good industries.

Admission of Students	The admission process for all UG and PG programmes including self financing programmes is done completely online through online admission portal managed and hosted by DHE Govt. of M.P. It is a well chartered procedure for all Govt. HEIs of M.P.. Admission Rules and guidelines are framed by DHE which takes into account reservation policy updated time to time by the govt. of M.P. Hence this college also adheres to the reservation policy of the State Government. Generally admission process is completed in a three steps - first two counselings are online and Last step is college level counseling, which is also conducted online. All admissions to the opening batch of the respective programs are completed by 15th of August every year. After closing of admission there is provision of faculty change/subject change and admission related grievances redressed within 10 days. Induction programme for freshers is conducted in first and second week of July every year. Admission process for Ph.D scholar is conducted by Jiwaji University Gwalior and university allotts the research center to the scholar. After allotment of research center scholar takes admission in this college. Admission for value aided/short term courses is managed by this college. Admission in KRGC is made based on General, OBC, SC, ST, Minority, Sportsmen, Economically deprived, Physically Challenged categories.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The College has its Management Information System - MIS and through this facility administration collects information regarding the upcoming events to be conducted. College website is systematically updated with all the information required for admission, scheduling time table, exam dates, attendance wind up dates for calculating attendance monthly, railway concession dates and the like. This ensures scheduling and time management for various activities. E-Governance based system is available for the following processes: online Admission (Requirements, Eligibility, Prospectus,

	Online Enquiry Form, Academic Calendar, Academic Time-table) Online Examination Facilities (Examination Calendar, Examination Form, ATKT Form Filing, Results, Exam Time Table, Passing Standards, Unfair Means) online Railway Concession Forms, online Attendance certificate, online Alumni registration form, online grievance redressal form, online Feedback forms. Proposals for budget allotment are invited online through email provided by DHE, Govt. of M.P. and this college provides the requirement to the government through online machenism. On the basis of requirement and quality improvement government sanctioned different development schemes and release funds online.
Administration	The KRG college has a data management system through ERP covering various aspects of academics and administration. Student Data, General Administration, Admissions, Fees, Scholarships, Fellowships, other welfare schemes etc., and purchase of various requirements of departments and centers are effectively and efficiently managed online by administrative staff. This system enables a fool proof mechanism for documenting, monitoring and controlling various transactions which are financial, academic and administrative in nature. Also, there is a provision for online payment. Registration of Optional papers is also done online. Student's data entry connected with KRGC MIS database. Use of KRGC MIS software is done through University and Govt. Portal. Government Scholarship and Caste Validity is done through the Government of Madhya Pradesh portal. Online purchase is done through GEM portal and MPLUN portal.
Finance and Accounts	Account section of the KRGC is fully automated. It works through IFMS PFMS and MIS. Salary Component and other treasury related issues are taken care of through SWAN connectivity. The finance committee of this autonomous college prepares the budget for the academic year by taking into account the requirements of the departments, various cells and units, research units and offices. The budget is presented before the Governing body for its approval. The committee approves the

	raising of funds and utilization of the same as per details specified in the budget. In case of fund requirements which are not budgeted earlier but required on special permission are usually considered on the basis of the proposal. The proper procedure for the purchase has been adopted by the college with the help of ERP. Various checks and balances are created for well-defined and monitored purchases according to the various requirements of the college with the help of the purchase committee. The college monitors the utilization of expenditure of the departments and various units. Income and Expenditure are closely monitored by the Bursar office, Chief Financial Officer and the Principal. Internal Audit is completed by a team of professors coordinated by a senior professor with accountant as the member of the team. Another way of Internal Audit conducted by Chartered Accountant. External financial audit is also done by Accountant General of M.P. (AGMP Gwalior) in every 3 years.
Student Admission and Support	Though student Admission process is conducted through online admission portal hosted by Department of Higher Education Govt. of M.P. but the KRGC have all facility to manage online admission process through e-governance. The college has separate cell for online admission process and it is well equipped. Support system for students is also managed through e-governance by the institute. All Govt. Scholarships are also taken care of through online process. There is Scholarship cell and it works through e-governance. Scholarships, Fellowships and Welfare schemes are managed on various related online portals. The students of this college received information regarding student support facilities through college website and other e-sources. This institute is responsible for giving quick response for all student support facilities to young aspirants from the marginalized sections of the society. Thousands of students are benefited from scholarships, Fellowships and other welfare schemes through institutional e-governance.
Examination	Examination cell of the college follows e-governance to conduct

complete examination process. All infrastructural facilities for the conduct of examinations which include computer systems, heavy-duty printers, photocopiers, scanners, cameras are available with examination cell. Exclusive software and vigorous checking mechanisms are outsourced for management of examination. The institutes prime motive is to establish integrity and confidentiality in examination through e-governance. Examination Cell uses complete automation of all examination procedures, from enrolment, issue of admit cards, online entry of CCE and Practical marks, generating mark lists and online results are the main features of this e-governance. End Semester/Annual Examination results makes available online through college portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
116	52	75	42

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Reimbursement, Leave encashment, group insurance, duty leave to attend seminars/ conferences, Study leave, loans from GPF, Retirement benefits	Medical Reimbursement, Leave encashment, group insurance, loans from GPF, Festival Loan, Home Town Concession, Retirement benefits	First Aid, insurance, Scholarships, Fellowships, endowments, Awards, freeships, Book Bank, Beneficiary schemes.

6.4 – Financial Management and Resource Mobilization

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

The KRG college runs a systematic auditing procedure. The annual financial auditing is done in two steps. In first step college appoints an accounts committee which conducts internal financial audits and in second step a statutory auditor who is duly approved by the college will complete the process of statutory audit and assure the institution of various compliances. Apart from the regular systems in place for auditing, the Accounts General of Madhya Pradesh - AGMP conducts an audit. This process has been completed in due time. The entire system of auditing comes under the follow up of the campus treasurer office. Sometimes Department of Higher Education Govt. of M.P. also conducts external audit in this college and raise queries which are clarified. Accountant of the college is responsible for preparation and submission of financial accounts to Internal and External auditors for audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
[View File](#)		

6.4.3 – Total corpus fund generated

120000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic audit of teachers is done through ACRs	Yes	Principal and IQAC Team
Administrative	Yes	Financial Audit is done through esternal	Yes	Principal and IQAC Team

		auditor		

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

The KRG College conduct Parents-Teachers meet regularly once in a semester and twice in an academic session. They support the administration with their valuable feedback and suggestions on curriculum and various facilities in the college. Some parents are also the alumni of the college henceforth they are actively involve in various activities of the college. Induction program, Counseling session, Feedback session are the main occasion when parents involve in the system as stakeholders.

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

KRGC has nearly 70 members of administrative or support staff. An orientation programme for all administered staff is conducted regularly on Administrative and Official Management. Small sessions of instrumentation training for technical staff ICT training for ministerial staff health and fitness training for all staff are conducted in this institution.

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

The KRG College received recommendation from NAAC Peer Team of Third Cycle and responses on it are as follows : 1. Efforts are made to fill up the sanctioned posts. All 114 full time teachers are working in the college. 2. The college has made robust efforts to strengthen ICT. More smart class rooms and multimedia classrooms are developed. 3. Central Library is now fully automated. e-Library is extended and KIOSK is installed in Central Library to provide more facility to the students and faculty members.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar and free training camp on eye donation awareness in the college in	07/09/2018	07/09/2018	96	8

association with Indian Dental Association				
Blood Group test camp for girls	12/10/2018	12/10/2018	87	0
Lecture on Self Defense	27/10/2018	27/10/2018	87	4
Beti Bachao Beti Padhao Program	20/11/2018	20/11/2018	79	12
Women Empowerment Awareness Programme	29/11/2018	29/11/2018	139	24
AIDS Awareness Rally Poster and Slogan Competition by NSS	01/12/2018	01/12/2018	112	4
Legal rights of women – POSCO Act	10/12/2018	10/12/2018	143	21
Awareness Programme on Self Defence	29/01/2019	29/01/2019	89	2
Women Health Camp	29/01/2019	30/12/2019	102	5
Essay Competition Gender Equality in our Indian Legal System under Youth week	01/02/2019	01/02/2019	22	6
Legal Literacy Camp 2019 POSCO Act	02/02/2019	02/02/2019	80	5
Seminar Women's URJA (Urgently Relief Just Action) Desk	06/02/2019	06/02/2019	100	8
Driving Liscence Camp	08/03/2019	08/03/2019	133	9

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

Percentage of power requirement of the University met by the renewable energy sources
Campus has two solar street lights in this session to reduce energy consumption. The process of installation of RESCO roof top on Grid solar system

to meet the electricity requirement of college through renewable energy is in process. College has entered into MOU with AZURE for 25 Years for this system. Netmetering has been done the electricity bills are slashed by 80 percent. This College has Switched from traditional yellow light bulbs and tube lights to LED upto 80 percent. Practices like Energy Audit, Green Audit and Environmental Audit are also in place for creating healthy environment in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	11
Provision for lift	Yes	11
Ramp/Rails	Yes	11
Braille Software/facilities	No	0
Rest Rooms	Yes	11
Scribes for examination	Yes	11
Special skill development for differently abled students	Yes	11
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Student Handbook (College Brochure)	14/07/2018	The purpose of the Student Handbook (College Brochure) is to give students and their parents/guardians an understanding of the general rules and guidelines for attending and receiving an education at KRG college. It is published on institutional website also.
Student Charter	05/07/2018	Student charter contains dos and don'ts

		in the college campus and guides students how to evolve through campus life. The charter provides a Explanation about all the activities on campus. It covers activities from admissions to graduation. It is published on institutional website also.
Staff Handbook	05/07/2018	The purpose of the Staff Handbook is to acquaint the staff about the personnel policies and procedures, rules and regulations to be followed by staff, professional ethics, employee benefit plans, and facilities. It is published on institutional website also.
Citizen Charter	05/07/2018	Citizen Charter is published for the academic fraternity inclusive of teachers, technical staff and non teaching employees. It is published on institutional website also.
Institutional Calendar	01/07/2019	Institutional Calendar is published in which schedule and details of academic and non-academic activities are mentioned. It is published on institutional website also.
Policy Handbook	20/09/2018	A complete list of Policies providing guidelines on the functioning of the various committees and associations, are included in the handbook. The policy applies to all staff, students and other stakeholders. The objective is to follow set parameters in all the processes to foster a culture of continuous

		improvement in all facets of the institution. It is published on institutional website also.
Career Guidance Booklet	14/08/2018	Career Guidance Booklet is published for the students as well as recently passed out students/alumni. It contains information regarding Career opportunities after graduation and post graduation, Options for opportunities inhigher studies after UG and PG and Scholarships/Fellowships available for post PG programmes. The booklet also contain information about Loan facility provided by DHE. It is published on institutional website also.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
[View File](#)			

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

The KRG college has a mission of CLEAN CAMPUS-GREEN CAMPUS. The motive of this mission is to maintain the campus green, clean and eco-friendly. Students of various streams also take participation in the initiatives through environment-related activities like plantation. Upholding the National Mission for Green India, KRG College has undertaken noteworthy initiatives such as: Expansion of rainwater harvesting and reusing the purified water for gardening and maintenance of the sports field. Maintaining solar panels on campus to tap into the renewable energy and conserve energy through use of CFL, LEDs and T5 tube lights. Only two-wheeler parking facility for the students is allowed as a measure to check the emission of carbon dioxide. Four-wheeler parking is discouraged to prevent accumulation of pollution. Automobiles are strictly prohibited in the campus once in week. The college is practicing the use of e-notices on the college website, digital boards, and televisions. The Hazardous waste management in science laboratories is also applied.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title: JAGRATI, community service program – (as institutional social responsibility) 1. Objectives of the Practice • It is part of our mission which envisages over all development of our girl students. • To sensitize learners to social responsibility. • To develop strong bond with stakeholders. • To create

platform for interdisciplinary/multidisciplinary activity. • To fulfil one of the objective of higher education which encompasses community service as important component of learning program. • To understand the community in which they work. • To understand themselves in relation to their community. • To identify the needs and problems of the community and involve them in problem solving process. • To develop among themselves a sense of social and civic responsibility. • To utilize their knowledge in finding practical solution to individual and community problems. • To develop competence required for group living and sharing of responsibilities. • To gain skills in mobilizing community participation. • To acquire leadership qualities and democratic attitude. • To develop capacity to meet emergencies and natural disasters • To practice national integration and social harmony. 3. The Context After independence, India has reached a new height in economic growth and development but some serious issues related to gender discrimination, urban poverty, conditions of baths and minorities have still remain unattended. For holistic sustainable development we require enhanced human competencies and new institutional capabilities. Thus, today in this knowledge driven society the 19th century idea of universities is undergoing significant changes. It is in this context that social responsibility in higher education has been placed as an important pillar for future plans. By improving and increasing engagement with communities, higher education institutions can reinforce the value of social responsibility. The concept of ISR (Institutional Social Responsibility) has many fold roles in today's academics. It is an advanced tool to impart and advance knowledge of ecology, life sciences and physical science and technology, on the other hand touching all aspects of social sciences. All stakeholders in institution are benefited by these programs, primary beneficiaries being student. Students gain work experience and can improve their employment prospects. These programs help in curriculum development, research and also open door to consultancy. At the same time poor and deprived communities of the societies get access to services and resources by these programs. 4. The Practice JAGRATI is a program, operative since 2010. It is program which takes up social issues prevailing in community. Uniqueness of the program lies in its contextual significance and holistic approach. In this program students from various classes, course, discipline, teachers, (members of the various cells), and other members of the administration work as a group and contribute in the upliftment of unprivileged section of the society. Activities involved in this program are classified in three categories. In-campus services: These services are considered as moral obligation towards institution and perform with the objective to enhance beauty of the campus, eco-conservation and to improve the teaching learning environment of the institution. Some of the activities which are routine practice - • Feeding/caring /protecting/conserving avian fauna (birds, parrots, crows and peacocks) in campus. • Conserving natural flora of the campus. Beautification of the campus. • Cleanliness drive: environmental cleanness. • Awareness for polythene free campus. • Green campus. • As support system – differently able students, Members of the group SAHELI Under the guidance of Equal Opportunity Cell. • DIVYA- the group of hostlers. Inspires, guides, motivates their junior students, anti-ragging squad. • SAMRIDHHI – a group of advanced learners who support, guide, assist their slow learner class mates. • Vivekanand Cell organizes various self-grooming, job oriented programs for non-regular unskilled/semi-skilled workers in the college. Off Campus service : For these activities group members target a specific site/ place/ institute with specific issue and offer support/ guidance in various way. • In rural slum area awareness programs are conducted. • Anti-tobacco Campaign. • Save girl child. • Gender discrimination. • Health and hygiene education. • Voter/Aadhar card register support in school colleges. • To inspire, guide for higher education (as a part of college chalo-abhiyan). • To update students with latest information on science, social science, civics, humanities and social issues. •

Health awareness campaign in hospitals. • Volunteers in Pulse Polio Program. • Health hygiene, mother care program. • To make mother and pregnant women aware of Govt. policies and supports. • Structured social services by experienced professionals. • Survey, analysis of causes and curative measures in Undernourished children of Khori Village in Karhaal block dist. Sheopur (M.P.) in collaboration with Govt. Agency. • Teachers from various department deliver lectures, deliver radio talks, TV programs demonstration of training programs for elite stratum of society. • Teachers from music and fine arts train amateur individual to develop their hobbies as profession. 5. Evidence of Success • As the evidence of their exemplary performance and contributions towards society the staff and students of various programs and committees bagged many award. NSS coordinator and volunteer receive certificate of appreciation for blood donation and energy conservation. Students developed the sense of responsibility, learnt, acquired work skill and were able to visualize and analyze social issues prevailing in un-privileged communities. They also learnt the art of independent working /working in groups as team. Improved soft-skill such as communication, punctuality, sincerity and keeping appointments. • These programs provide teachers with opportunity to generate new knowledge, offered new research subjects and give immense contents. Targeted committees got aware with govt. policies schemes and acquired access to resources/agencies. 6. Problems Encountered and Resources Required • Constraints - No finances are available to support these programs. • There is considerable gap between need and resources. • Only small groups can be targeted. • Unavailability of transport is the great constraints to start these activities only in nearby areas not where these most required. • No follow-up sessions can be arranged. Title: IT/ICT in Teaching, Learning and Governance 1. Objectives of the Practice • To improve quality of teaching-learning and governance. • To promote mass learning/distance learning. • To minimize /optimize the use of paper and other valuable non-renewable resources. • To increase GER. • To meet the challenges of shortage of resources. (faculty/infrastructure/library resources). 3. The Context Information technology and information communication technologies have become common place entities in all domains of society. Within education also ICT has begun to make its contribution. In India education is facing challenges in terms of access, equity and quality. Our institution is also taking appropriate initiatives to improve GER and quality of education. The draft national policy on education framed in 1980, modified in 1992 stresses upon employing IT to improve quality of education which has been included in vision and mission of NPE. We realize that IT/ICT can act an enabler and catalyst to fuel the growth of our education. Use of ICT for promoting education has always been a part of most of the Govt. policies and plans. On education UGC and MHRD also favoring inclusion of computer and internet based new technologies (cloud computing/virtual classrooms). These technologies play a bigger role in transforming higher education creating a social, highly collaborative and personalized environment for student learning. Deptt. of Higher Education, Govt. of M.P. is also planning to provide smart phones to students to ensure effective teaching learning process. 4. The Practice • College has set up 10 smart class rooms to facilitate effective and improved content delivery. • Computerization of library resources. • Teachers prepare e-study materials. • The campus is Wi-Fi enabled. • Through the use of CCTV camera, transparency in working has been achieved. • Biometric machines have been installed. • Teaching and administrative staff maintain the punctuality. • Question banks, exam result, time table, advertisements, notices are uploaded in website which can be accessed even in remote areas. • All the departments have developed their e-mail ids which are used for sharing notices, information and other official documents. • Students also submit their queries, assignment, project reports, seek guidance from their mentors/guides through their mail IDs. • Computer awareness and application have been included as on component in syllabus. 5. Evidence of Success • Besides learning main subjects,

students have become computer friendly. • Administrative staff is showing better and enhanced performance. • Work load has been reduced. • By using IT/ICT, College has been able to meet the challenges of faculty shortage upto certain limit. • Teachers became updated with latest developments in their subjects. • Use of paper has been minimized. • Transparency of work has been enhanced. • Online admission process helped to increase GER. 6. Problems Encountered and Resources Required There are some obstacles against the smooth functioning of this practice. Some of these are given blow : • Lack of IT awareness in teaching and non-teaching staff. • Insufficient of IT infrastructure, • Lack of finance. • Paucity of skilled personnel. • Negative attitude. • Lack of institutional ICT policy. The following strategy has been adopted by the College to overcome the obstacles : • The College has prepared

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://krgcgwalior.org/Eng/page/bestpractices

7.3 – Institutional Distinctiveness

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

Title: KRGC Multidimensional Learning to Students from Marginalised Section : KRGCML is aspecialinitiative focused on students from deprived section that aims to develop professionals whoareknowledgeable and socially responsible. The student strength of the college is approximately 12519,ofwhich more than 60 students come from low and backward Socio-Economic backgrounds and are firstgenerationlearners. Students belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes,Minorities,Economically Weaker Sections, and Physically Handicapped are representing such marginalizedsections, towhich every facility of the institution is provided by this college to provide highereducation. All theabove categories are given priority to get admission in the college and seats arereserved for them as perthe norms of the government of Madhya Pradesh. As a result, students fromdifferent sections of thedifferent regions become successful in taking admission in this institute. Manyhighly qualified andskilled professors are employed with the various streams in this institution. Thereare 151 teachersworking at the college, and 124 of them have PhDs. 30 percent of these teachers are belongto reservedcategories. Through these good teachers, students of the faculties of Arts, Commerce, Science,Computer,Law, Management, Home Science etc. are being imparted education by adopting the best teachingmethods inthe college. Hence the college students examination outcomes are consequently improved. Theinstitute isunique in the sense that Hindi, English, Sanskrit, Urdu and Marathi languages are taught in itforunderprivileged students. For this, a separate language study center has been established intheinstitute. Out of these departments, research centers have been set up in Hindi, English, UrduandSanskrit departments and short term courses are also organized in them so that the studentsofdisadvantaged sections can get the benefit of language study in a convenient way. Many programsareorganized by the department for the promotion of their respective languages through the studentsandstudents get an opportunity to make their future bright as a result of this facility.

Provide the weblink of the institution
http://krgcgwalior.org/uploads/naac/insdist.pdf

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS FOR ACADEMIC SESSION 2019-2020 • Conduction of Boards of Studies of various subjects • Introduction of the pool of Short Term Courses • To encourage the departments to organise guest lecturers for the enhancement of subject

knowledge the students. • To make aware students by grievance redressal cell so they can empower themselves and raise their voices against any type of harassment. • To build atmosphere of research and innovation • To install more smart class rooms • Lectures on Research Methodology • To start the construction of Central Instrumentation Facility. • To organise programmes on social welfare, Human Rights and women empowerment • Development of IT/ICT in the campus • To provide the health services to the students • To provide placements by inviting BPO's, Companies, organize annual career fair • To organise awareness programmes on gender sensitization, equality and discrimination issues • To make and revise policies related to infrastructure, scholarship, placement etc. • To participate in collaborative activities of RUSA Cluster. • To provide seed money for the publication of research • The college has conducted student tracking through alumni meet and tracked students progression and placement. • To take over the smart washroom from Smart City Corp. for the benefit of huge number of students under Smart City Project • To conduct Internal and External Green Audit Energy Audit Fire Safety Audit Gender Audit. • To purchase the lab equipments from RUSA funds to set up CIF. • To participate in AISHE annual survey of Higher Education • To conduct stock verification annually • To publish e-NEWS letter • To prepare proposal for development of IT/ICT facilities in the campus • Faculty Development Program • To digitalise the admission data of previous years. • To conduct online classes through MS team and other online platforms. • To start Sanskrit Sambhashan certificate program with the collaboration of Central Sanskrit University Delhi • To take necessary preventive measures in the campus for COVID-19. • To conduct Voter Awareness Drive – SVEEP (Systematic Voters Education and Electoral Participation) • To conduct Students Satisfaction Survey for upcoming academic session 2019-2020. • To conduct Discussion Forum • To motivate teachers for taking Open Feedback • To take feedback from Parents • To conduct Non-Teaching Staff Orientation • To take Feedback from Students on Staff (Staff Assessment) • To conduct an Induction programme for students • To conduct a programme on Training on MIS • To take Feedback from Students on Staff (Staff Assessment) • To take Feedback from Students on College (Exit Poll) • To conduct Alumni activities • To take Feedback from Alumni members • To conduct One day Workshop on Women empowerment • To conduct the Student Tracking through Alumni meet • To collaborate with Central Sanskrit University for conduction of Sanskrit Sambhashan certificate program