YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

SAROJINI NAIDU GOVERNMENT GIRLS POST GRADUATE (AUTONOMOUS) COLLEGE, SHIVAJI NAGAR BHOPAL

- Name of the Head of the institution

  DR. SHAILBALA SINGH BAGHEL

- Designation

  In-charge Principal

- Does the institution function from its own campus?

  Yes

- Phone No. of the Principal

  07552552560

- Alternate phone No.

- Mobile No. (Principal)

  9425029994

- Registered e-mail ID (Principal)

  hegsngpgcbho@mp.gov.in

- Address

  SHIVAJI NAGAR

- City/Town

  BHOPAL

- State/UT

  MADHYAPRADESH

- Pin Code

  462016

2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy)

  05/01/1996

- Type of Institution

  Women

- Location

  Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the IQAC Co-ordinator/Director   **DR. MUKESH DIXIT**

- Phone No.

- Mobile No: **9425117406**

- IQAC e-mail ID   **sngpgiqac92@gmail.com**

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

http://snggpg.in/uploads/aqar/16637532687326.pdf

4.Was the Academic Calendar prepared for that year?

Yes

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

http://snggpg.in/assets/pdf/academic_calender/academic_calendar_2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**73**	**2002**	**15/05/2002**	**14/05/2007**
Cycle 2	**B**	**2.88**	**2009**	**15/06/2009**	**14/06/2014**
Cycle 3	**A**	**3.09**	**2017**	**28/03/2017**	**27/03/2022**

6.Date of Establishment of IQAC   **01/01/2003**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI   View File

9.No. of IQAC meetings held during the year   `11`

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?   `No`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File]()

10.Did IQAC receive funding from any funding agency to support its activities during the year?   `Yes`

- If yes, mention the amount   `60000/-`

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

`Training program on Development of e-Content was carried.`

`Adoption of New Education Policy (NEP 2020)`

`Strengthen the ITC facilities`

`18 MoU's were signed with various organisation`

`Provision of Seed money for research work got distributed.`

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Establishment of Central Research Laboratory	Requirement of equipments from different departments has been carried out and listed for procurement.
Establishment of Recording room in Music department	Complied and Recording room got constructed.
Set up of incubation centre for Advertisement sales promotion and sales management	Incubation Centre got established and set up of incubation centre for Advertisement sales promotion and sales managementUnder Consideration
Adoption of New Education Policy	Adopted successfully in toto.
Strengthening infrastructure of Girls hostel	Occupants capacity enhanced from 120 to 170.
More facilities for specially abled students.	Washrooms for specially abled students and staff got renovated and IT up-dation is carried out.

13.Was the AQAR placed before the statutory body?

No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14.Was the institutional data submitted to AISHE ?

Yes

- Year

Part A

Data of the Institution

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• Name of the Head of the institution	DR. SHAILBALA SINGH BAGHEL
• Designation	In-charge Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	07552552560
• Alternate phone No.	
• Mobile No. (Principal)	9425029994
• Registered e-mail ID (Principal)	hegsngpgcbho@mp.gov.in
• Address	SHIVAJI NAGAR
• City/Town	BHOPAL
• State/UT	MADHYAPRADESH
• Pin Code	462016
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• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the IQAC Co-ordinator/Director	DR. MUKESH DIXIT

• Phone No.	
• Mobile No:	**9425117406**
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Name of the statutory body	Date of meeting(s)
Nil	Nil

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2022	22/02/2022

15. Multidisciplinary / interdisciplinary

Multidisciplinary/Interdisciplinary education is the central recommendation of the National education policy 2020. College offers courses both at under graduate and post graduate level that opens new horizons of knowledge to the students. In accordance Higher Education Department, Govt. of MP we are offering courses in various subjects like B.*Sc.(Computer Science - Economics - Mathematics)* and *B.Sc.(Computer App - Economics – Mathematics)* that has a combination of Mathematics with Economics along with Computer Science/ Computer Application. Mathematics plays an important role for Economists to enhance their prospects in employment. The syllabus of *B.Com.(Advertising Sales Promotion and Sales Management)* has a combination of Commerce with advertising is an example of multidisciplinary education as advertisements are extremely important for the success of e commerce companies today. Proficiency in languages like Hindi and English is included as a part of qualification parameters for enhancing the skilling and employment opportunities of our students. Faculty of Home Science offers a variety of courses on Human development, Clinical nutrition, Home Management and Fashion designing where joint teaching by the faculty of Home Science provides an opportunity to understand from interdisciplinary perspective. This approach helps to create new knowledge which is beyond the limits of a particular discipline.

16. Academic bank of credits (ABC):

Ordinance 14B of Department of Higher Education, Government of Madhya Pradesh is a policy document in which article 24 mentions credit transfer of students. The college supports to record of credits earned by students in their regular courses and additional credits earned through MOOC courses of SWAYAM NPTEL platform will be deposited in the academic bank of credits as per the instructions of the Department of HE, Govt. of MP.

17. Skill development:

Vocational education has therefore been mainstreamed in our Curriculum to meet the skill needs of our learners. The college have different skill enhancement courses (4 credits) designed to focus on enhancement of skill and aimed to provide hands on training to the students. Ability enhancement courses (8 credits) like Foundational Hindi, English and Environmental education mandatory for all disciplines.Field projects (4 credits) in

coordination with the stake holders are also included as integral part of our curriculum. This way the college is becoming more responsive and supportive to the learners and minimizing their skill imbalance through skilling, reskilling and upskilling with focus on environmental responsibility like waste management, and social responsibility like gender neutrality.In addition to this the college is running certificate courses on Cultivation, Processing and Marketing of Medicinal plants, Vermicomposting – an eco- friendly venture for entrepreneurship development and most importantly a course on Audio and sound engineering which is opening job opportunities for students in different sectors like radio, field recording, voice over and many more. Above all college also keep on organizing workshops for our students like 21 days training program on Multi media web designing, Seminar on awareness of technical skills, financial literacy program to name a few and many more.

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

In Indian culture knowledge is the supreme value. NEP 2020 aims at characterizing India's spirit to build a knowledge centered civilization. As a means to understand how knowledge has been embedded in our Indian civilization,the college have initialized to include Indian knowledge to our Curriculum. To ensure accessibility to different Indian texts and Indian thought systems available in Sanskrit, Hindi and English. College focus to strengthen these languages as thought and reality are always entwined. Not only the college design own syllabus in both English and Hindi but also maintain the language of communication and also examination system both bilingual.

The college has been regularly organizing lectures integrating Indian language and culture. We are planning to establish a language lab in our college that aims at enhancing the speaking, listening, reading and writing skills of our students with special focus on improving the grammar, vocabulary and phonetics. The college have a well-designed corner in our library with comfortable sitting space to browse books related to Indian Knowledge system in both English and regional languages. and books related to Vedic Mathematics, Astronomy, Metallurgy, Medical Science, ancient Architecture, Yoga and Fine Arts.Other than this college

- Hindi diwas celebrated
- Many of the staff members have made e content for the LMS

of HE department and also for the college website in both Hindi and English.

- We assess student performance in both languages.
- The library has books in Sanskrit literature Charak Sanhita, Rigveda, Upnishad Mahabharat, Krushnayan and many others.
- The college organize street play in local languages like Hindi as a part of NSS activities.
- We have been instrumental in organizing events like Earn while you learn; vocal for local which has immensely helped our students to master their local art and craft thereby understanding how it has been embedded in their cultural lives.

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

NEP 2020 articulates well on how Outcome based education should be implemented at various levels so that the quality of student learning increases. Outcome based learning emphasizes on student learning outcomes where strategies of learning and assessment are integrated to each other. Learning outcomes form an integral part of our curriculum starting from need analysis of that particular program of study to development of concept map and blue print. This process also includes considerations like enhancement of life skills and social skillsof our students. All teaching Departments design syllabi based on UGCs initiative of LOCF (learning Outcome Based Curriculum Framework. We also include the Course outcome, Program outcome in this process so that the teachers and students are self- regulated and choose learning strategy that helps them in monitoring and achieving learning outcomes.

20.Distance education/online education:

As per UGC Open and Distance learning program and online program regulations 2020 our college does not offer any program through open and distance learning mode. However, in view of unprecedented circumstances due to COVID 19 pandemic, our faculty has prepared learning material in the form of e content accompanied by effective online delivery of the same. Appreciating the changing role of technology in the teaching learning process our college aims at not only improving the quality of education through blended learning but also aiming at massification of education, easy access, equity and equality. As far as asynchronous learning goes, our college has ensured that are students have access to study material through different platforms including LMS portal of Department of HE, Govt. of MP.

This helps the students in developing their learning ability and learning power. So also, our college has been promoting students to take up courses online on SWAYAMs National MOOC portal platform. In session 2020-21, twelve of our students and in session 2021-22, six of our students have completed certificate courses in different disciplines successfully. We also ensure to register our students on https://nlist.inflibnet.ac.in so that they are able to access online study material in the form of books. This allows students to access e resources related to their course curriculum and content which otherwise is available using text books only. Our college is also hosting a study center of MP Bhoj Open University wherein students are enrolled. Collecting assignments and conducting practical's along with successful supervision of their Theory and Practical exams is carried out by our faculty thus contributing towards distance learning in a minuscule amount.

Extended Profile

1.Programme

1.1

68

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1

7093

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2

2030

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3

6552

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

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1

Number of courses in all programmes during the year:

696

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2

Number of full-time teachers during the year:

141

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.3

Number of sanctioned posts for the year:

111

4.Institution

4.1

Number of seats earmarked for reserved categories as per GOI/State Government during the year:

2006

4.2

Total number of Classrooms and Seminar halls

98

4.3

Total number of computers on campus for academic purposes

261

4.4

Total expenditure, excluding salary, during the year (INR in Lakhs):

98.47

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college offers number of programmes with well structured curricula at graduate and post-graduate level, which are holistic in its approach and cater to the local, regional, national as well as global developmental need

- To increase the global competency students are taught English language mandatorily at under graduate level, which enhanced their communication skills. Computer science and IT departments offered Value added Courses on Tally, Multimedia and Web Designing.
- Social Science programmes offered a comprehensive understanding of Global Socio-Economic and ecological issues at various spatial levels comprising concerns.
- To meet with a need to understand the specificities of the problems in specific areas, for their in-depth apprehension and solution, village service, Panchayat visits, field visits, excursion, case studies, interaction with local NGO's, visit to aganwadis.

- In New Education Policy 2020, multidisciplinary education is the central recommendation. Our institute offered course such as Mathematics with Economics along with Computer Science and Commerce with Advertising. Vocational education has been main stream in the curriculum to meet the skill needs of our learners. We offered various skill enhancement courses (04 credits) designed to focused on providing Hands on Training to the students. Ability enhancement courses (08 credits) like Foundational Hindi, English and Environmental education mandatory for all disciplines. Field projects (04 credits) in coordination with the stakeholders are also included as integral part of the curriculum

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://snggpg.in/uploads/pdf/1691488604.pdf

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

34

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

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

313

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

1.2 - Academic Flexibility

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

30

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

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

52

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

1.3 - Curriculum Enrichment

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

The syllabi of all the subjects offered at Under Graduate and Post Graduate level embrace all the cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability. Courses of history encompass Vedic and Aryan culture and religion, Buddhism, Jainism and socio religious movement for reforms. Course of political science contains rights and duties, equality and justice. Students also sensitize the local community, particularly, the women and children for nutrition and health. Theories and factors affecting moral development and ethical guidelines are part of Psychology Syllabus.

Number of courses in Science and Social Science faculty makes the student aware about environment related issues through their course content. Botany, Zoology, Chemistry and Geography offer complete courses on environmental studies and sustainability in which the students learn about the capacity to improve the quality of human life while living within the carrying capacity of the earth's supporting systems.

Courses in History, Economics, Sociology, Political Science, Psychology offer gender related issues like Economic development and Gender equality, Women empowerment, Role of woman in Indian National Movement, Women status, Property rights, Reforms legislation, Political participation, Tradition and modernity, Women and child labour which will empower the students for their future.

Courses in Philosophy, Commerce and Computer Applications familiarize the students with Professional Ethics. At undergraduate level students study full paper on Entrepreneurship Development. Webinars on IPR have been organized.

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

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

16

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

497

File Description	Documents
List of students enrolled	View File
Any additional information	View File

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

1744

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://snggpg.in/uploads/aqar/16903679208026.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://snggpg.in/uploads/aqar/16903679208026.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

3077

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

1565

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

2.2 - Catering to Student Diversity

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

```
IDENTIFYING SLOW AND ADVANCED LEARNERS :-

  1. Scholastic performance , Test Result
  2. By observing Personality Traits:
  3. Case Study

STEPS TAKEN

  1. Teachers make extra effort to accelerate , deepen their
     learning by providing enriched reading materials.
  2. Projects/assignments , Presentations , Poster competition,
     quizzes group discussions, video making such extra
     activities for advanced learners.
  3. Providing opportunities to exhibit - talents creativity,
     innovation.
  4. Advising NPTEL sessions.
  5. Motivation for competitive exams – NET , SLET, Ph. D
     entrance ,RD, GRE, TOEFL

STEPS TAKEN BY TEACHERS :-

  1. Compensatory, extra classes, guest lectures , periodical
     remedial classes, Mock tests
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2. Alterations in presentation as per weakness or requirements of students. Providing handouts , books ,study materials, question Banks, sample answers , short assignments, home work , repeated practice
3. Alternative modes - using pictures , additional learning resources , simulations, continuous assignment, group discussions ,co-operative learning
4. Flexible instructional presentations - films, pictures, illustrations
5. NEPTEL sessions , you tube lectures
6. Give importance , Encouragement for small achievement, participation in extracurricular activities, developing soft skills, continuous counselling
7. Extend help 'how to recall', 'say of writing systematically', 'when to learn', 'how to learn' and 'what to learn'

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/04/2022	7093	141

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

EXPERIENTIAL LEARNING : Experiential learning is an engaged learning process whereby students "learn by doing" and by reflecting on the experience

Experiential learning activities includes,

1. Hands-on laboratory experiments,

2. Internships,
3. Practicum,
4. Field exercises,
5. Post Graduate research Project
6. Studio performances.

PARTICIPATORY METHODS: (PMs) include a range of activities with a common thread: enabling ordinary people to play an active and influential part in decisions which affect their lives.

Departments organizes these Participatory learning techniques

- Group Discussions
- Class Talk
- Quiz
- Assignments (theoretical and practical)
- Trainings
- Presentation
- Brainstorming
- Case studies.
- Community surveys
- Consultation with specialists
- Peer Instructions
- TPS (Think – Pair – Share)
- Participation in various Competitions

PROBLEM-BASED LEARNING (PBL)

Problem-Based Learning (PBL), PBL promote the development of critical thinking skills, problem-solving abilities, and communication skills. It can also provide opportunities for working in groups, finding and evaluating research materials, and life-long learning

Departments uses this under following related teaching techniques:

- Case studies,
- Role-plays, and
- Simulations.
- Experiments
- Exhibitions
- Organizing and managing various events and activities
- Solving Real World Problems
- Mock rehearsal

Various tasks assigned to them

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://snggpg.in/panel/uploads/qrpdf/27-07-2023-12-14-442543.pdf

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

The ICT devices are the latest tools, concepts and techniques used in student-to-teacher, student-to-student interaction. Below is a list of the tech tools are suitable for students and teachers.

examples of ICT devices used for teaching and learning.

- **Telephones and Smart class Devices :- the entire year of 2020 and 2021 (Till date) has made the college teachers and learners to rely completely on the online classes , whats App group communication , e -mails Google meets and thus ICT tools have made it possible to communicate with students and their Presentations**
- **Google class room Apps**
- **SWAYAM MOOC , e-PG Pathshala , e-Gyankosh , you tube tutorials and lectures**
- **Subject related software**
- **Weblinks**
- **virtual classes organized by edusat**
- **e-books**
- **GeneralICT tools used by the professors of the department for teaching and learning**

1. **Desktop and laptops**
2. **Projector**
3. **Printer**
4. **Photocopier**
5. **Tablets**
6. **Pen Drive**
7. **Headphones**
8. **I-pads**
9. **Scanners**
10. **Microphones**
11. **Interactive white board**

12. **DVDs and CDs**
13. **Digital video**
14. **Slide shows**
15. **Internet**

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

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

2.3.3.1 - Number of mentors

141

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

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

- **Academic Calendar : every year an academic is prepared which includes information related to**
    - **Date of starting classes**
    - **Schedule of Zero/ SWOT / SWOC analysis classes**
    - **Academic schedule and schedule of CCE**
    - **Schedule of Practical and JOPW exams**
    - **Preparation leave before exams**
    - **Schedule of semester / yearly and ATKT exams**
    - **Period of semester break**
    - **Schedule of declaration of results**
    - **Schedule of student union formation**
    - **Sports activities /youth festival / other activities**
    - **Vacations**
    - **Annual functions / prize distribution/ publication of annual college magazine**
- **Teaching plans :- Time table is prepared which includes three types-**

- - **Time Table of College including all faculties**
    - **Department wise Time table**
    - **Individual teacher wise time table**
    - **Room wise time table**
  - **Monthly planner is prepared by every teacher for every class and subject the teach and a daily dairy is maintained by every teacher which is signed by HODs and Dean of the faculty every Month.**

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

141

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

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

117

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

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

1172.85

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<u>View File</u>
Any additional information	<u>View File</u>

2.5 - Evaluation Process and Reforms

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

51

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<u>View File</u>
Any additional information	<u>View File</u>

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

54

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<u>View File</u>
Upload any additional information	<u>View File</u>

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

- **Examination procedures: due to global pandemic of CORONA.**
- **Open book exam conducted for the I & II and III year of Graduation & I, II,III and IV semester of Post Graduation**
- **Processes integrating IT : question papers were uploaded on college website (http://snggpg.in)and also made available to the students through whatsapp group by the tutor guardian of respective class.**
- **In addition, results of the examination are uploaded on the**

college website.

- Practical related guidance and viva
- Continuous internal assessment system: Conduction of CCEs and submissions of CCE materials in soft copy is done through whats app groups and in hard copy personally which ever possible mode
- Presentations of assignments and projects are conducted in online classes for CCE I Question papers for CCE II were made available to the students on whatsapp groups through tutor guardian of respective class

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	http://snggpg.in/assets/pdf/criteria-2/253_Evaluation_Process_and_Reforms_IT_integration_and_reforms.pdf

2.6 - Student Performance and Learning Outcomes

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

Communicated to the teachers and students both in verbal and written

Communicated To The Teachers

- Uploaded on website
- Mentioned in the syllabus and a hard copy is always available with HOD's for reference whenever needed.
- Hard copy of each course syllabus are made available by the HOD's to the respective subject teachers

Communicated To The Students

- Uploaded on website
- Every year an induction programme or orientation programme for first year students is organized at the beginning of the session
- Zero class
- Displayed on the notice board.
- Communicated verbally and hard copy of the course syllabus is made available to the students in the introductory class of every course in offline class and on what's app group or

- e- mail in online class
- Upload COs for all Courses (you may refer to the exemplars in the Glossary)

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	[View File](#)
Upload any additional information	[View File](#)
Link for additional Information	https://snggpg.in/uploads/pdf/1691488604.pdf

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

A. Formative assessment :- Assessment during learning process in the form of

Ø CCE I Non – Traditional (10%) of total marks including Unit I, and II

Ø CCE II Traditional exam (20%) of total marks and (80%)of total course. up to Unit IV . Scores achieved by the student in each CCE are communicated to the students .

B. Summative assessment :- It includes assessment at the end of learning process that is semester / year end exam (70%) of total marks and all five Units

PSOs:-

a) Assessment in the form of CCE I and CCE II of total course content of all subject courses of the selected specific programme.

b) Assessment at the end of learning process that is semester end or year end exam of all selected specific programme.

Pos :-

· UG Programmes - Three years.

· PG Programmes –Two years

a) With this pattern of CCEs at the end of UG Programme every

```
student have to face 6 CCEs

In PG programme 4 CCEs

b) UG Programmes – Every student have to face total 3 summative
assessments

PG Programmes – 4 Summative semester end assessments and their
results are computed on the basis of achievements on all CCEs and
all summative assessments to get aggregate scores .

Level :- Is assessed by –

a) Direct Method :- Results of semester/ year end exams and
internal assessment together.

b) Indirect Method :- Feedback survey from the stake holders i.e
students , parents , alumni, placements , employers .
```

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

2.6.3 - Pass Percentage of students

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

2030

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	[https://snggpg.in/uploads/cred/16657495031 727.pdf](https://snggpg.in/uploads/cred/16657495031727.pdf)

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

https://docs.google.com/spreadsheets/d/1LPgGjr7P9TYMOk_bUd8KIasWhG
GGs2SW/edit#gid=1353031096

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

Research has been an integral component in our college focusing not only on Doctoral studies but also on seeking sponsored research and consultancy projects in various disciplines.

The institution research facilities are frequently updated and there is a well-defined policy for promotion of research, which is uploaded on the institutional website and implemented. The research activities are carried out as per the guidelines provided in research policy. Research Advisory and Ethics Committee also worked for up-gradation of research accordingly.

Research Development Committee is pursuing for seed money to the faculty for the financial assistance, which will encourage research in the college. Committee has to conduct the Pre-Ph.D. viva-voce of the research candidates, those who are having research centre in this college.

Research Development Committee invited research papers from the faculty members and the research scholars of this college and after scrutinising published e-journal annually.

The research findings and project outcomes of staff and students always find a fair place in various standard publications in the form of books, reports, monographs and articles in journals and periodicals. The mission and vision of the committee aligned with the provisions of UGC norms always.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	http://snggpg.in/uploads/cred/16654024168777.pdf
Any additional information	**No File Uploaded**

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

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

1.7

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

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

00

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

3.2 - Resource Mobilization for Research

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

5.025

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

11

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://snggpg.in/assets/pdf/criteria-3/322_E_copiesof_Grant_Award_21-22_and_17-18_compressed.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

50

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

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

08

File Description	Documents
Supporting document from Funding Agencies	[View File]()
Paste link to funding agencies' website	https://snggpg.in/uploads/cred/16661658546003.pdf
Any additional information	[View File]()

3.3 - Innovation Ecosystem

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

Sarojini Naidu Govt. Girls (Autonomous) P.G. College (SNGGPG)has created an ecosystem for Entrepreneurship, Community orientation and Innovation by recruiting and developing desirable human resource,taking initiative for creation and dissemination of knowledge and establishing state of the art infrastructure. SNGGPG believes in inculcating innovation among students there by contributing to nation's development thatsolves societal problems. Strong Academics, Industry relevant training, emerging technology knowledge through R&D and Professional mindset with human approach are the essential attributes that determine thesuccess of our institute. The Institute has Support Entrepreneurship and Managerial Development through Incubators and Job oriented project work which has induced the spirit of innovation in the minds of the students.The institute has a recognized Research Centre, well-defined and published research promotion policy, collaborative activities like Internship, Field Trips and of the job training.

The Innovative ecosystem created a student a competentpersonality which encourages the students to nurture their talent and become successful entrepreneurs. College believes in concept of "Earn While You Learn" and thus organized sales mela during festive season to display and sell handmade products. Institute provide adequatesupport at the early stage of businesses to create immense value, provide constant access to high qualitymentoring, vast networks and inputs on strategy as well as execution to our students.

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

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

66

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

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

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	**No File Uploaded**

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

3.4.2.1 - Number of PhD students registered during the year

09

File Description	Documents
URL to the research page on HEI website	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6InhpN0ZyK0xRQS9EYnYvcElVaDNxTmc9PSIsInZhbHVlIjoiWXV5N0kya2xNRU9XU1M4dW9BaWFXb2lwQ0VtOWRXRXbXQ5Y3l2T3lwNDRsZWN5dldFdzNOdVVGS2RhNGZiczBBWVJNZEVvTGZ3aHFpaG9DdjdySXVNMUhYNHHhxWXFVa3dtZW9YQzBGQVZiYmc9IiwibWFjIjoiZTUzOTZhNmUwYjYyMDg4Nzc0YjI0NjhlZTc0MjU3MmJjY2E1Nzg4NTkzNTMxYTQ3ODc0MzcxNmE5MzMzOTY3YSIsInRhZyI6IiJ9
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

33

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

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

41

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://snggpg.in/panel/uploads/qrpdf/26-07-2023-12-42-028027.pdf

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

3.4.5.1 - Total number of Citations in Scopus during the year

2

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

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

3.4.6.1 - h-index of Scopus during the year

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

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

0.58

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

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

00

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

3.6 - Extension Activities

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

The College promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. We participates in Philanthropic Activities in association with NGOs by involvingyouth. This joint venture encourages and facilitates various extension programs which in result improve the conditions in our neighborhood and community by curbing poverty, and at the same time it can improve harmony and friendliness. Road show has been conducted for the demonstration of "Prevention of Adulteration", and thus promotes use of green products.

The college runs effectively NSS and NCC units. Through these units, the college undertakes various extension activities including adopting a village, visiting slumps, clothes donation, awareness programme on child abusement, Save Rivers, AIDS, Pariwak Kalyan, Sexual Harrassment through different means like social media etc., distributing food to needy, self-defense training focus on enhancing enrollment of students in school. Moreover, free health checkups, vocational education, Blood donation camps, Nukkad natak on Drug Addiction andJago GrahakJago.

All these initiatives have gone a long way and lead to informed, holistic personalitydevelopment,develop student community relationship, leadership skills and balanced personality and ethically responsible citizenship.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

13

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	**No File Uploaded**

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

66

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

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

3967

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

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

242

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

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

19

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution is spreads over 6.68 acres (including Hostel),with barrier free infra, CCTV surveillance in full campus, hostel, police chowki &Legal-aidClinic within the campus.

The institute has 4 blocks-Administrative Main building, Saraswati Bhawan, New Library block and Sur Jhankar Bhawan.

Institute has 3 set of open gyms, , Vivekanand auditorium having capacity of 1200 students, multipurpose sports and cultural auditorium, 8 big seminar halls with ICT smart facility and infrastructure. The institute has well maintained botanical garden, green house and Sarojini Naidu garden.

CLASSROOMS – 90 classes, all IT enabled' Wi-Fi equiped'10classes having smart boards and 34 classes have projector and screen

Laboratories- The institution has10 Science Laboratories one

virtual lab, 4Computer lab, 2 psychology lab, 2 Geography labs, 05 Home science labs, Music Sound Engineering lab (Recording Room)and 03 Fine Arts labswith advance contemporary equipment to enable the students to get hands on experience in the latest trend and technologies.

Pre-Incubation Center-Pre-incubation facilities for students of all disciple-

E-library, college offers remote access to library facilities through INFLIBNET and DELNET. E-Library functioning from dedicated library space well equipped with state of art computers and ICT infrastructure

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

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

College has well managed Indoor and Outdoor facilities with State of Art Multi Utility Sports Complex which houses Yoga hall and indoor games like Table Tennis, Badminton.

The institute has 2 auditoriums, one is newly constructed, Vivekanand Auditorium of 1200 sqm for hosting cultural activities and another multipurpose indoor SportsHall augmented to 20.50-meter X 24 meters dimensions in the year 202.

Inter collegiate and intra collegiate competitions are held regularly.

"EK BHARAT SHRESTHA BHARAT". The college organized many cultural events with Manipur State and students also learnt the culture of Manipur under exchange

Yoga Activities are a regular feature organized by the Sports and NSS.

The Sport Department is on the ground floor (860.00 sq m) of new block, conducts various inter department sports events regularly. Students are using the indoor, outdoor games, indoor and 3 sets of

open gym regularly. Specification of outdoor and indoor games are as follows.

Volleyball

18m x 9m

Badminton

One indoor badminton court 25m x 12m

Basketball

8m x 15m

Kabaddi

12.5m x 10m

Kho-Kho

165ft x 65ft

Carrom

Four carrom, size 34 inch x 34inch each

Table tennis

2.74m x 1.525m

Chess

Five chess boards

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

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

98

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

83.12

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

4.2 - Library as a Learning Resource

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

Name: ILMS software SOUL 2.0, Bar coded Membership card and books

Nature: Fully automated

Version: SOUL 2.0

Year of Automation: 2005

SOUL 2.0 (Software for University Libraries) is an state of the art software designed and developed by INFLIBNET centre with features of Unique support, OPAC search, Easy installation, Copy cataloguing, user friendly interface and a dedicated helpline. It supports multiplatform for bibliographic database like MySQL, MS-SQL or any other RDBMS and compliant to International standards. It is a Unicode multilingual and user-friendly software developed to work under client – server Environment. It also supports cataloguing of e- resources like e –books etc.

As per the requirements of the College the Library automation and

collection development tasks are broken down into different modules of:

- Acquisition
- Cataloguing
- Circulation
- Serial Control (based on KARDEX system)
- OPAC (Online Public Access)
- Administration

OPAC search is the most distinctive feature in SOUL 2.0 where through the Simple Search, items can be searched by 'Title', Title Subject, Author, Accession No., ISBN No., Class No., Publisher, Series and Year of Publication. And through its Member OPAC Search, Issue / Return of number of books and privileges over dues can also be searched.

The Institution's Central Library is well-equipped one with ICT facilities and Institutional membership of DELNET and N- List having access to plethora of Books, Periodicals, Video – Audio content, Thesis and Dissertations and huge database of E – books in the Reference Section

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://eg4.nic.in/mpbu/OPAC/Default.aspx?LIB_CODE=2803GSNGCB

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

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

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

during the year (INR in lakhs)

7.73

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

134

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

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

With a Vision to"Provide IT support system, IT Department of the college not only actively enforces thepolicies of the Ministry of Higher Education, Govt. of Madhya Pradesh but has its own charted out ITpolicy as well.

The Policy is classified into groups of:

IT Hardware Installation Policy

Software Installation and Licensing Policy

Network(Intranet & Internet)Use Policy

E-mail Account Use Policy

Website Hosting Policy

College Database Use Policy

The Policy's applicability is further bifurcated at two levels; one at the End-Users Group level and then at Network Administrators level. IT Department maintains and facilitates Services.

Besides Installation of IT Hardware, it also deals in Software Installation & Licensing Management. The College Database of E-Governance/MIS is fully maintained by the IT Department and is a part of the Policy document as well.

A virtual classroom/Recording studio is established in collaboration with the Govt. of M.P. State wide Area Network(SWAN) connectivity increased the available internet Bandwidth in the College that has gone up by 30 MBPS due to SWAN connectivity.

The IT Department purchase or upgrade IT Infrastructure under various Budget heads like Janbhagidari Fund, UGC Autonomy Grant, Amalgamated Fund, World Bank/RUSA funds, IT facilities are upgraded from time-to-time

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://snggpg.in/uploads/cred/16654021248064.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
6552	271

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: **Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing**	**A. All four of the above**

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

4.4 - Maintenance of Campus Infrastructure

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

237.77

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	[View File](#)

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

The physical academics and support facility in college are well maintained and augmented through well charted procedures and policy .

- **Physical facilities such as building of the college and laboratories are maintained by renovation grant Government of MP, RUSA, World Bank and ,Janbhagidari**
- **housekeeping is also outsourced**

- **rain water harvesting is maintained by eco club.**
- **electricity bills have been reduced by 50%.because of solar pannels**

Library committee completes the physical verification by 31 March of every year . Library committee also takes care of the maintenance of library by fumigation and anti-termite treatment every year.

Laboratories are developed and maintained by the respective Department.

Campus Development & Maintenance-

- **College has a building committee as well as College Development Committee which takes care of issues pertaining to minor repair, renovations and even major projects regarding infrastructure are sent to Govt. through the cell.**
- **ICT infrastructure includes computers, hardware, software and cloud space maintained by IT department periodicall**
- **IQAC of the college ensure/monitor optimum utilization of physical infrastructure as well as academic facility.**
- **Conference and seminar hall utilized as multipurpose activity room as and if required.**
- **Classroom are neat &clean and maintenance by committee.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://snggpg.in/uploads/cred/166540254617 85.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

4187

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

37

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

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

File Description	Documents
Link to Institutional website	https://snggpg.in/uploads/aqar/16914880365585.pdf
Details of capability development and schemes	View File
Any additional information	View File

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

3166

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

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

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

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

135

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

354

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

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

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

15

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

65

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

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

The college ensures representation of two students as nominated members in various committees and bodies viz. Cultural, Library, Discipline, Canteen, Sports, Grievance Redressal, Anti-Ragging, Prevention of Sexual Harassment, Campus Maintenance, Hostel, Mess Cleanliness, Swami Vivekanand Career Guidance and Placement cell

etc. Internal Quality Assurance Cell has only one student representative as per NAAC mandate. Students are part of decision making process of the institute in the field of academics, cultural, leading to governance. Some of the clubs are run by the students eg. Sarojini Naidu Chemical Society, Botanical Association, Eco Club, Geo Club, Zoological Club and Legal Aid Clinic. Student being a part of these clubs / association/ committees play a pivotal role and manage most of the activities. Students not only arrange co-curricular and extra - curricular activities in these areas but also involve other students to play an active part. They function as volunteers and perform a range of programs under the guidance of their faculty members, committee convenors etc. In these committees the students play an active role in coordinating with faculty members, managing competitions and ensure transparency in decision making and management. Students organize NCC and NSS related regular and special activities. However student union elections were not held in the session of 2021-22 because of the policy directives of the State Government.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

65

File Description	Documents
Report of the event	[View File](#)
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	[View File](#)

5.4 - Alumni Engagement

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

Sarojini Naidu Government Girls PG College has registered an Alumni Association named NOGA (registration number

01/01/01/12803/03). NOGA provides a platform for the Alumni to express their views, and share their professional experiences for the better functioning of the institute. They are also invited for providing guidance for preparation of competitive examinations. With the aim of developing a strong relationship with the alumni, two cultural meets were hosted by NOGA on 8/03/22 and on 9/03/22. In the session, 2021-2022 NOGA Member Ranjita Choudhary delivered an online as well as offline special lecture for the preparation of MPPSC on 18 February 2022. NOGA Member Mrs. Jyoti Verma organized a Herbal Soap Making Workshop in the college, on 25 February 2022. NOGA Member Ms Divya Lunavat and Anushree Sharma have delivered expert lecture for the students of food and Nutrition. NOGA Member Ms Zainab Khan delivered a lecture on Draping and Fashion illustration on 2nd May 2022.NOGA Member Raakhi Rahangdale and Arti Rahangdale conducted a one-day workshop on Tie and Dye techniques on 24th June 2022. NOGA member Mrs. Sonal Shrivastava organized a stall in the college for the awareness of use of biodegradable-eco-friendly utility (cow dung based products), and ornamental items too.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://snggpg.in/alumni

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Vision and Mission of the institution are in tune with the policies of the nation at large. With the objective of inclusive growth, it reaches out to students from the disadvantaged sections, and also strives to facilitate the learning process of differently abled students. Under the Chairmanship of the Principal, the Executive Council and Academic Council, along with

the supportive hands of the IQAC, works for the fulfillment of a holistic approach to education. The institution aims to go beyond core academics and works hard to tap the physical, social, intellectual, emotional, artistic, creative as well as spiritual potential of the learner. A democratic and participatory mode of Governance is followed wherein the Principal, assisted by the Administrative Officer, delegates power to the Deans of the faculties who supervise the HODs, who in turn work in coordination with the faculty in order to carry out the academic activities. The Conveners and members of more than 70 committees discharge an energetically pervasive role as motivators of culturally and socially conscious activities. An active learning environment is thereby stimulated by steering the Staff Council, Tutor Guardian Committee, Remedial Classes, Swami Vivekananda Career Guidance Cell, the Enabling Unit and other laudable Committees

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	[http://snggpg.in/vision_mission]()

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

A Case Study of the purchase of 20 computers will highlight the process of decentralization and participative management in the institution.

The various Departments/Committees put up their demands for computers through the HODs / Coordinators to the Principal. The Principal forwarded it to the Coordinator, RUSA. The Coordinator, in the capacity of an authorized buyer, moved forward the purchase process on a national level by open bidding through the GeM Portal (Govt. e-marketing) in which the interested vendors participated. The technical bid was opened inthe presence of the Technical Committee all the documents were examined. Out of the 23 bidders, only 10 got qualified. After the scrutiny by the Technical Committee, the Financial Committee made its evaluation. The bidder who quoted the lowest was MS Anvee. With the consent of the Principal, MS Anvee was selected, and work order was issued. The delivered items were scrutinized and approved by the College Technical Committee. The RUSA Coordinator was directed by the Principal to issue the Computers to the respective Departments/Committees/ Cells, through the IT Cell as per their

requisition. The related documents were forwarded to the IT Cell in-charge for distribution, and maintenance of records.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://cooperatives.mp.gov.in/sites/default/files/MP_Purchase_Rules_2015.pdf

6.2 - Strategy Development and Deployment

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

To fulfil the requirements of the Strategic Plan, the institution has decided to upgrade its existing library by providing to its students, research scholars and faculty members an access to e-library resources. E-Resources stimulate learners to learn independently and encourage the democratization of education as every student has access to education from remote areas round the clock.

Details of E-Learning Resources Purchased in the Session 2021-22

S.No

E- Resource
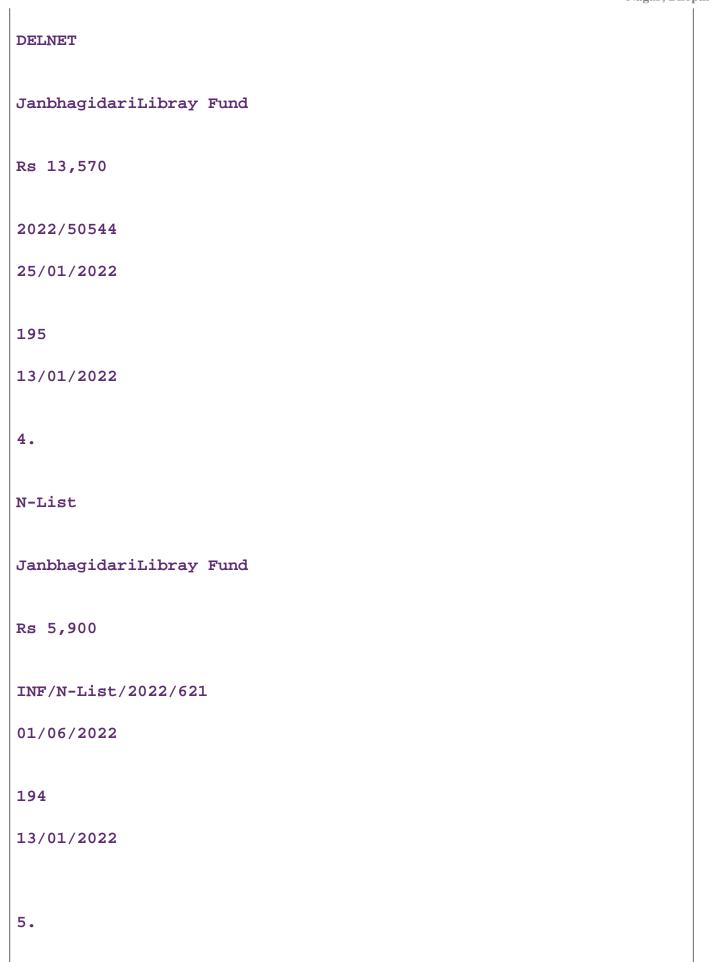
Source

Amount

Bill No.& Date

Order No.

1

E-Books (07)

UGC Autonomy Fund

Rs 70,000

GD/IN/1256

23/03/2022

1059

12/03/2022

2.

E-Books (30)

Janbhagidari Fund

Rs 2,54,559

GD/IN/1257

28/02/2022

1059

13/03/2022

3.

DELNET

JanbhagidariLibray Fund

Rs 13,570

2022/50544

25/01/2022

195

13/01/2022

4.

N-List

JanbhagidariLibray Fund

Rs 5,900

INF/N-List/2022/621

01/06/2022

194

13/01/2022

5.

Swami Vivekanand Library membership

JanbhagidariLibray Fund

Rs 10,000

Membership/2021-22/230

21/01/2022

186

13/01/2022

Since a distinctive need is being felt for e-learning, and teaching-learning over remote and digital platforms, the institution has planned to upgrade its SOUL Software from Version 2.0 to 3.0 with the aim of facilitating the dissemination of knowledge and adopting technology enabled teaching practices. A digital library (E-Granthalaya) developed by NIC was also started in the session 2021-22 for helping students,scholars and faculty members.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

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

Being an Autonomous College, all the Service Rules Procedures are followed as per the Government Rules and Regulations. The Principal, supervises and monitors all the activities in the college. As the Supervisor of Academia, she monitors the quality of teaching-learning, co-curricular and extracurricular

activities. She appoints the Deans of the various faculties who supervise the departments in a manner that promotes excellence in scholarly productivity. As the Chief Controller Examinations, she supervises the Controller, monitors the working of the entire Examination Cell, and is accountable to maintain the confidentiality, credibility and success of all examinations. As the Financial Disbursing Officer, she functions as a nominee of the Government. Purchasing is carried out by her as per the Government rules. As the Human Resource Manager of an Autonomous College, she oversees all the appointments made by the Government as per the rules. As the Disciplinary Authority, she ascertains that the discipline in the institution is maintained. As the Chairman of the IQAC, supervises the Coordinator of the Cell to initiate, plan and facilitate various activities which are necessary to enhance the quality of education imparted. A senior experienced Professor is also appointed as an Administrative Officer to assist the Principal.

File Description	Documents
Paste link to Organogram on the institution webpage	http://snggpg.in/Organogram
Upload any additional information	View File
Paste link for additional Information	http://snggpg.in/622 Functioning

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) Documen	**No File Uploaded**
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

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

The institution has an effective welfare mechanism for its teaching and non-teaching staff. All the employees are considered to be the most valuable resources and are therefore provided with an enabling ethos, and a supportive working environment. As per the existing norms of the state government, various welfare measures like General Provident Fund (GPF), Group Insurance Scheme (GIS), Pension, Death Cum Retirements Gratuity, Medical Reimbursements, Free Medical Treatment in government/private specified hospitals, Advance for Festivals, and all types of leaves (Casual & Optional Leave, Sick Leave, Maternity Leave, Child Care Leave, Study Leave, Duty Leave and Vacation). Commutation of Pension, Leave Encashment, Contributory Provident Fund (CPF), Family Benefit Fund (FBF) and Ex-Gratia are the post retirement welfare schemes for the teaching and non-teaching staff. Various career development programs like FDPs, Orientation Courses, Refresher Courses, short term courses, and various other trainings are meant for the career development of the teaching and as well as the non-teaching staff of the college. The aim is to motivate them, and to develop and optimize their full potential. The members of the staff are in turn expected to put in the best of their efforts in achieving the Vision and Mission of the institution.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://snggpg.in/uploads/cred/166391196762 67.pdf

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

4

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development / administrative training programmes organized

by the Institution for its teaching and non-teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

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

105

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

To ensure financial compliance, internal and external financial audits are conducted every year. An internal financial committee verifies the funds received from all Government sources like UGC, RUSA, Janbhagidari, World Bank etc. The College has also appointed a competent Chartered Accountant who visits the college to check the cash books, vouchers, income and expenditure statements, and the balance sheets periodically. The audit report showing the utilization of grants is sent to the concerned authority. The external audit is carried out by the officials sent by the Department of Higher Education for audit in every Government College of Madhya Pradesh. The external audit is also conducted by the office of the Accountant General, Govt. of Madhya Pradesh, Gwalior regularly as per their protocol.

All audit objections are communicated to the Principal by the

concerned authority. These objections are scrutinized by the Head Clerk/ Accountant/Registrar/ DDO. They are resolved and the response is sent in a prescribed format to the AD, Dept. of Higher Education, who forwards it to the Directorate, from where it goes to the concerned department that raised the objection. If the response is satisfactory at all levels, then the audit objection is considered settled.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sngqpg.in/uploads/cred/16661720453605.pdf

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

1.05

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

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

The institution mobilizes its funds received from the State Government, UGC, RUSA, World Bank, Autonomous and Janbhagidari in a well-planned manner in accordance with the approval of various statutory committees constituted by the Principal. Funds received from the State Government are spent on payment of salary of teaching and non-teaching staff. For every financial year, a budget is prepared by a Finance Committee, keeping in mind the developmental criteria of the institution, and accordingly provisions are made. The UGC Committee proposes a budget for the allocation of funds under various heads to the Finance Committee. On its approval, the UGC deploys the fund and maintains a record of it. Likewise, all the above mentioned committees try to utilize the sanctioned amount and make the optimal utilization of the available financial resources. The procedure of purchase is also

very transparent and systematic. Proposals, as per the requirements, are invited by all the Departments and Committees within a specific period of time. On receiving the proposals, tenders are invited in an open bid. The best bid is selected in the presence of the finance committee. A record of expense and balance is maintained by the concerned committee.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://snggpg.in/uploads/cred/166539255929 05.pdf

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) has contributed significantly for improvements with regard to quality as per the Strategic Plan.

1. A virtual classroom/ Recording studio is established in collaboration with the Govt. of Madhya Pradesh that has facilities for recording e - content, broadcasting, and online live teaching apart from smart classes and seminars.There is a facility for online teaching and recording video lectures and making e content in the virtual classroom as well as mixing and editing equipment available in the sound recording studio of the institute. A Training Program on Development of E-Content organised by Academic Development Committee, Sponsored by UGC. E-Content Material was developed by the Professors in the session 2021-22.

2. Since a distinctive need is being felt for e-learning, and teaching-learning over remote and digital platforms, a digital library (E-Granthalaya) developed by NIC has been started in the session 2021-22 for helping students, scholars and faculty members. Keeping the need of e-learning in mind, the College library has purchased 37 e-books, and other e-resources like DELNET, N-List, and Swami Vivekananda Library membership.

The above mentioned initiatives will result in e-content development by the Faculty and e-access of library related materials by the stakeholders.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

It has been the endeavour of IQAC to facilitate imparting of quality education as per the demand of times.

1. In 2021-22, the adoption of NEP 2000 in the college was facilitated by the IQAC. It meant a flexible curricular structure, integration of vocational education in choice-based credit system, project based learning and multiple entry-exit. It started with the admissions of 2136 students in the 1st Year of the UG program. These measures enabled the transition to a new system of education.

2. Withthe initiative of the IQAC thenumber of MOUs boosted from 07 in 2017 to 18 in August 2022. Linkages and MOUs with Universitiesand consultancies have given students opportunity for training, internships and exposure to advanced labs and instrumentation. Students have benefited from linkages with autonomous bodies like M.P. Water and Land Management Institute, Environmental Planning and Coordination Organisation and World Wide Fund for Nature. MOU with theIndian Red Cross Society provides first aid, nursing and volunteer training; with Cambridge Assessment English, was aimed at developing their English language skills; with Arushi society is for the empowerment of specially-abled students; and a collaborative linkage with an NGO Bachpanexposes students to social work, community development, child care and women empowerment. These measures carried out under the umbrella of IQAC have strengthened the teaching-learning experience, and have taken it beyond the classroom boundaries.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://snggpg.in/uploads/cred/166574950317 27.pdf
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	[View File](#)
Upload any additional information	[View File](#)

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

College plays a pivotal role in promoting gender equality, inclusiveness, tolerance, and harmony.

Health awareness programs

Health-related activities include regular health check-up camps, medical guidance, nutritional counselling, and health awareness programs, particularly for menstrual hygiene.

Security

Protection and safety measures encompass police assistance, cyber security lectures, self-defence training, CCTV cameras, and lady security guards.

Counselling

A Student Counselling Centre in the Department of Psychology provides free and confidential support for students' well-being.

The Vivekananda Cell offers career counseling, soft skills development, training, and on-campus recruitment drives.

An Anti-Sexual Harassment Committee operates according to Supreme Court and UGC guidelines.

The college hosts a Legal Aid Clinic in collaboration with the District Legal Services Authority.

A Grievance Redressal Cell ensures students' concerns are addressed.

An Anti-Ragging Committee fosters a harmonious campus environment.

The Discipline Committee ensures adherence to college rules.

Awareness Programs

Gender awareness activities provide a platform for women's expression which are listed in link attached

Facilities

Facilities include a girls' common room, fire extinguishers, a sick room, gymnasium, and both indoor and outdoor sports facilities.

The college provides a well-equipped Girls' Hostel meeting all requirements

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://snggpg.in/panel/uploads/qrpdf/28-07-2023-02-01-545013.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy　　　Biogas plant Wheeling to the Grid　Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

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

Climate change has severe consequences, and the college takes measures to address environmental issues.

Trash disposal mechanism

Students learn about trash disposal mechanisms in courses like Environmental Studies. The campus is proclaimed plastic-free, aligning with the Indian Government's ban on single-use plastics. The Eco-Club conducts recycling programs to raise awareness about plastic, food, and menstrual waste.

Solid waste management

Solid waste is segregated into dry and wet bins, and non-biodegradable trash is collected by the Nagar Nigam Bhopal waste service. The college has one compost pit and five vermi-composting pits for organic waste management, maintained by the Botany and Zoology departments, respectively.

Liquid waste management

Liquid waste from sinks goes to a 1000-liter HDPE tank, where it's checked and neutralized before being drained into municipal discharge, overseen by the Chemistry Department.

E-Waste Policy and management

The college has proper E-waste management, following an E-Waste Policy and collaborating with NGOs for recycling. There is minimal hazardous chemical waste.

Biomedical waste, Hazardous chemicals and radioactive waste is generated in negligible amount in the institute which is also treated properly.

Overall, the college maintains a comprehensive waste management system to ensure a clean and healthy environment on campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	**A. Any 4 or all of the above**

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

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

reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

The institute enforces a code of ethics for students, professors, and staff, promoting adherence regardless of differences in culture, geography, language, or socioeconomic status. The Music department hosts music competitions like SugamSangeet, while the EBSB club organizes diverse events like folk dance, drama, quizzes, and Manipur movie screenings to celebrate unity in diversity.

Workshops on folk and tribal art like Madhubani, Rabari, Saura, Mandana, Tie and Dye, and Gondinstill societal values in students, fostering community awareness. The college offers Graduation programs in Hindi, English, Urdu, and Sanskrit, and Post-Graduation in Hindi and English Literature. Unique aspects include HEPSN training in "Sign Language" and Manipuri language learning through the EBSB Club.

The ATHENA literature fest features lectures, literary masquerades, scene enactments, and self-composed stories & poems. Cultural tours, heritage walks, virtual heritage walks, and webinars showcase India's rich cultural legacy. A zonal recipe competition and Manipuri cuisine display familiarize students with the diversity of Indian food.

The college preserves culture with a history museum, reflecting its commitment to inclusive education and pioneering inclusion and access nationally. Overall, the institution embraces a diverse range of cultural and educational initiatives on campus.

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

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

To acquaint with various constitutional procedure activities like- a visit to VidhanSabha, Gram Panchayat, and a virtual visit to an ideal Panchayat TAWALAI BUZURG District Dhar was organized. Students participate in Mock Parliament regularly where they learn about the live functioning of Parliament. Students participated in debate and essay competitions related to parliamentary practices.

To raise consumer awareness programs like-"JAGO GRAHAK JAGO"and a skit on Food Adulteration and Safety were organized. To make voters aware of the value of their invaluable vote, students formed a human chain, poster, and slogans were displayed on Voter's Day.

The institute organized a Webinar on GST Laws and a Workshop on the Right to Information Act 2005. Thus, empowering and promoting dignity and equality among students.

The college organizes Nutritional Week, Breast Feeding Week, AIDS and Cancer awareness, therapeutic diet counselling- Frequent visits to SOS Gram, Old Age Home, and CRC where spending time with old people, orphans, and specially-abled children, refined their hearts, elevates sensitivity and develops love, sympathy, kindness, and geriatric care.

To encourage patriotism programs like- patriotic song competitions, Seminars on the Quit India Movement, role play of Freedom fighters,and Independence Day & Republic Day celebrations are organized so that youth can be proud of being an Indian citizen.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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

File Description	Documents
Code of Ethics - policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

Republic Day and Independence Day are both National Days of supreme importance and are celebrated in the institute with very high spirits. Parade and Flag-hoisting traditions are carried out on the premises and students perform cultural.

On October 2, the birth anniversary of Mahatma Gandhiji is celebrated. In the remembrance of Nightingale of India-Sarojini Naidu, her birth anniversary is celebrated as National Women's Day. PremchandJayanti was celebrated by reciting his stories. MaulanaAbulKalam Azad birth anniversary was celebrated as National

Education Day. An elocution competition was organized on the 75th birth anniversary of late Prime Minister Mr. Rajeev Gandhi.

In order to encourage more young voters to take part in the political process, the college celebrates January 25 every year as "National Voters' Day".

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE -I

LEGAL AID CLINIC

The college's LEGAL AID CLINIC facilitates justice for marginalized communities, particularly female students, staff, their families, and nearby society.

DLSA appointed two attorneys to ensure smooth functioning of the Legal Aid Clinic. The team received training from DLO.

Students participated in the National Lok-Adalat at the district court. LAC organized events like International Girl Child Day and Orientation programs. NLUI students interned at the LAC.

The LAC Team received appreciation from District Judge Bhopal for their efforts. More than 25 cases were successfully resolved through coordination between empanelled advocates and Legal Aid team.

BEST PRACTICE-II

AWARENESS TOWARDS ENVIRONMENT AND SUSTAINABILITY

The college promotes conservation of natural resources and aims to become self-sustaining in power, water, and sanitation. The green campus initiative fosters eco-friendly practices and encourages sustainability, empowering students to protect the environment. They learn about environmental protection through college policies and engagements with organizations under MOUs. Regular programs like Plantation Drives, Clean Campus Drives, and awareness events commemorate environmental days. The college houses a Seed Bank, Herbaria, Botanical Garden, greenhouses, Hydroponic unit, Vermi-composting pit, compost pit, rooftop solar power plant, Solar lights, Rain Water Management System, and a pond for hydrophytic plants.

File Description	Documents
Best practices in the Institutional website	https://snggpg.in/panel/uploads/qrpdf/28-07-2023-02-03-493792.pdf
Any other relevant information	https://snggpg.in/panel/uploads/qrpdf/28-07-2023-02-03-192616.pdf

7.3 - Institutional Distinctiveness

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

The college places great importance on its institutional distinctiveness and endeavours to ensure accessible and affordable higher education for girls with special abilities. Despite the discontinuation of the UGC, the college continues to uphold its commitment to providing higher education opportunities to differently-abled students.

The college's objectives revolve around creating a barrier-free environment and integrating specially-abled individuals into higher education. To achieve this, an Enabling Unit equipped with basic aids, appliances, and assistive devices to facilitate learning for students and teachers with disabilities. The unit also boasts a recording studio that produces educational material in DAISY audio. Additionally, there is a vast collection of over 600 accessible e-texts and audiobooks available.

For students with visual impairments, the college has enrolled them in online libraries such as SugamyaPustakalaya and Book-Share. Moreover, the college ensures barrier-free access to

essential facilities such as classrooms, libraries, offices, toilets, and canteens. Wheelchairs and assistive devices are also provided to support disabled students and employees.

Sensitization and capacity-building programs are held regularly for students and teachers to create awareness of disability issues.

Overall, the college's institutional distinctiveness lies in its unwavering commitment to inclusivity and support for differently-abled students.

File Description	Documents
Appropriate link in the institutional website	https://snggpg.in/panel/uploads/qrpdf/28-07-2023-02-04-325714.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. More MoU's and collaborative activities.
2. Expansion of facilities for specially-abled students.
3. Increase of Bio-diversity within the campus.
4. Strengthening of IT infrastructure.
5. Plan for submission of SSR for Accreditation.