



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SHRI KRISHNAJI RAO PAWAR GOVERNMENT POST GRADUATE COLLEGE DEWAS M.P.
• Name of the Head of the institution	DR.S.L.VARE
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07272221826
• Mobile no	9131177911
• Registered e-mail	hegkppgcdew@mp.gov.in
• Alternate e-mail	kpcollegedewas09@yahoo.com
• Address	Rani Laxmibai Road Bhopal
• City/Town	DEWAS
• State/UT	M.P
• Pin Code	455001
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	VIKRAM UNIVERSITY UJJAIN				
• Name of the IQAC Coordinator	DR. ARTI VAJPAYEE				
• Phone No.	9893381223				
• Alternate phone No.	9425988706				
• Mobile	9893381223				
• IQAC e-mail address	dr.artivajpayeekpc@gmail.com				
• Alternate Email address	drarti.vajpayee@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.skpcollegedewas.org/pdf/iqac/AQAR_Report%202020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.skpcollegedewas.org/academic.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.03	2017	22/02/2017	22/02/2022
6.Date of Establishment of IQAC			09/04/2007		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
INSTITUTIONAL	ALLOTMENT	GOVT.	2020-21	112409908	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1--2 Seminars organized 2--Open book exam and University exam successfully conducted and evaluated.3--Construction of new building started.4--Successfully got AAA certificate for 2020-21 session.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
MOUs with Industry and auditors, Construction of Building, Purchase of computers, Upgrading the college website.	MOUs with Industry and auditors, Construction of Building, Purchase of computers, Upgrading the college website is in-process. 2 National seminar organised by college, AAA2022 AISHE 2021-2022 submitted, Purchase of computer is done.	
13.Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	10/01/2023

15. Multidisciplinary / interdisciplinary

The college organized a national seminar on "Effect of water and air pollution on human life" on 29/03/2022 sponsored by "Environmental planning and coordination organization" (EPCO), Department of Environment, Govt. of M.P. The resource persons was Prof. Dr. Shanakr Lal Garg, Professor Emeritus & Environmentalist and Prof. Dr. G. D Sharma, Professor and Head, Gujrati Science College, Indore.

The college organized a national seminar on "GST: implementation, challenges & future aspects" sponsored by Department of Commerce & IQAC. The resource persons was Advocate Varsha Gupta (High court, Indore), Dr. Madhukar Thomre (Associate Professor. Dept of Commerce) and CA Kirti Joshi (Member Regional Council, Institute of Chartered Accountant).

The college organized a national seminar on "Yoga for Health and wellness" on 16/03/2022 sponsored by: MP Higher Education. The resource persons was Dr. B. K. Bandre, Professor Emeritus, Ph.D, D. Litt and Yoga Expert.

16. Academic bank of credits (ABC):

It is still under progress in Department of Higher Education M.P.

17. Skill development:

Skill development in the form of soft skills, drawing and painting as well as sculpture was practised, taught and followed throughout the year. It was imparted to students as short term on conversation and communication skill, SWOT Analysis, MS- Powerpoint, MS-Excel, Interview Skill, Internet and E-mail, group discussion, Digital India and its initiative, Cyber crime and cyber security, Resume writing, Computer skill, interpersonal skill, verbal communication.

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

Indian knowledge encompasses the foundational knowledge Science, engineering and Technology, Humanities and social sciences through a structured classification. The language is the foundation of human thinking process. Therefore language education has been considered to be integral part of education system. While reviving the vast repository of ancient knowledge, these courses instill pride in our youth with their inclusion in mainstream education.

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

The year focused on outcome education which empowered students to choose what they would like to study and how they would like to study it. Through online education organization's vision was examined, the appropriate learning solution were identified and the learning objectives were aligned to performance objectives.

20.Distance education/online education:

The year 2021-22 observed online education in the form of teaching and admission. Faculty took online classes and e notes, ebooks and pdf notes were shared with students on mail and whatsapp.

Extended Profile**1.Programme**

1.1

09

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

5289

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

2952

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3	1710	
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1	39	
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	27	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	30	
Total number of Classrooms and Seminar halls		
4.2	41618861	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	50	
Total number of computers on campus for academic purposes		

Part B**CURRICULAR ASPECTS**

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to Vikram University, Ujjain, and it follows the curriculum approved by it. From the beginning of academic session the college adheres to the Academic calendar issued by the Higher Education. The departments add some significant features to the curriculum as part of its enrichment. The Heads of the Departments conduct the meetings from time to time to distribute workload, allot subjects, plan the activities of the departments and to review the completed syllabus. The Principal monitors the effective implementation of the calendar through formal meetings with heads of the departments. The college follows the curriculum prescribed by the University and Central board of studies. Our faculty members have worked in the board of studies and their sub-committees and substantially contributed to the preparation and development of the curriculum. The college constitutes the Time Table committee which prepares the time table for the whole college and the departments are given their time slot in it. The Time Tables are displayed on the Notice Board and also uploaded on the college website. The Teaching Plan is prepared by every faculty member at the beginning of academic session. They record the teaching classes taken and practical work in the diary. The faculty uses charts, maps, models and ICT Tools along with chalk and board. Methods like seminar, group discussion, quiz, case study for effective delivery of curriculum are implemented. Study materials, PDF notes, and question banks are provided in the class and sent through mails.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Curriculum%20delivery.pdf

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

The Academic calendar is released by Higher Education Department of M.P. The Academic Calendar comprises of calendar for Semester exam and Annual exam. The Semester exam covers the post graduate courses and the Annual exam covers the undergraduate courses. The calendar for semester classes include the zero classes, teaching work, C.I.E work, practical classes, pre-examination preparation, semester

and ATKT exam, semester break for students and Declaration of Results. Generally around 187 days are total working days and 155 total teaching days are allotted for semester classes. The calendar for Annual system comprises of admission work, teaching work, all types of extra and co-curricular activities like sports, NSS, NCC, Yuva utsav, Annual gathering, supplementary exam, CCE evaluation, time table for theory papers and practical exam, preparation leave, and final examination, Diwali vacation and Summer vacation are also included in it. There are around 155 working days and 161 teaching days prescribed for it. The main objective behind Academic calendar is overall dispensation of academic and extracurricular facets of student development in which exploitation of talent and intellect being the cornerstone of academic calendar. The Continuous Internal Evaluation is successfully carried out in two stages in various types such as assignments, surprise tests, group discussion, oral tests, monthly tests, question answer method and symposium.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://highereducation.mp.gov.in/Uploaded%20Document/Academic%20calendar%202021-22%20(1).pdf

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

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

08

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

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

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

16

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1337

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human values, Environment and Sustainability, Human Values, into the curriculum through NSS, NCC Environmental studies, Foundation Programme of undergraduate classes. As an integral part of student engagement in social activities during their programme of study, college also enrolls students as NSS AND NCC VOLUNTEERS. It aims at inculcating values, ethics and socially responsible qualities. Students organize street plays, awareness campaigns, debates etc. Human values activities are conducted by students since its inception. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits, and field excursions are organized for students of all programmes. Environment day, earth day, Water day are celebrated every year in which students actively participate.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

07

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

471

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://skpcollegedewas.org/pdf/naac/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://skpcollegedewas.org/pdf/naac/1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

5289

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

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

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

4520

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Initiatives for Advanced and Slow learners ---The following special activities are conducted for Advanced learners:

1---ADVANCED LEARNERS:---The following Special activities are conducted for ADVANCED LEARNERS:

1---Bright and diligent students are motivated and inspired to get university ranks.

2---Semester toppers and university rank holders are honoured with cash prizes.

3---Encouragement imparted to participate in various activities like symposium, quiz, poster, essay competitions.

4---Conferences, inter-institution competition etc.

5---Guiding the students for NET/PSC/UPSC/CDSE Competitive Examination.

6---Guiding and Encouraging to publish/present research papers in conferences/Journals.

SLOW LEARNERS:

The following activities are conducted vfor slow learners---

1---Special Coaching class and Counselling is given to slow learners.

2---Previous year coaching papers and Question banks for all subects are circulated among slow learners.

3---Students are given repeated practice on important questions.

ADVANCED LEARNER"S REPORT: ACTION TAKEN

1---MOTIVATED THE STUDENTS TO PARTICIPATE IN VARIOUS EVENT AND ACTIVITIES.

2---Helping them to solve complex problems and assignments to enable them to enhance their problem- solving abilities.

3---Motivate the students to take the seminar in the class to improve the delivery method.

4---Encouragethe students to obtain the university ranks.

5---Guidethem to enroll in the online courses like SWAYAM.

IMPACT OBSERVED:

1---Increase in number of students participation in various contests.

2---Students have applied for online courses.

3---Students are motivated for taking the seminars in the classes.

4---Increase in student participation in Project work and certificate programmes of Swami Vivekanand Career Cell.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/SPECIAL%20PROGRAMME%20FOR%20SLOW%20LEARNER%20S.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
5289	27

File Description	Documents
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

The College practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stakeholders, boosting their confidence, and encouraging self determination to compete and strive for excellence. The teacher facilitates learning by allowing each student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Courses of the university are defined highlighting course objectives, programme specific objectives, and programme outcomes. This provides a comprehensive understanding to the student as to what should be the

primary focus. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the course and teachers, given by the students at the end of each semester provides an opportunity to identify any lacunae which can then be resolved. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio visual methodology, Language lab, Google classroom, Industrial visits, Field work and projects are some of the means utilized by the Departments to provide experiential learning and participative learning. Internal assessments are planned so as to encourage students to learn amicably.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/EXPRENTIAL%20LEARNING.pdf

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

Teachers use ICT ENABLED TOOLS FOR EFFECTIVE TEACHING- LEARNING PROCESS. Today, it is essential for the students to learn and master the latest technologies in order to be digitally aware. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology [ICT] in education to support, enhance and optimize the delivery of education. The following tools are used by the institute --- Projectors, Desktop, Laptop, Printers, Photocopier machines, Scanners, Seminar rooms, Smart board, Online Classes, through Zoom, Google meet, Microsoft team and Digital library resources. Use of ICT by faculty --- Powerpoint presentation --- Faculties are encouraged to use power point presentations in their teaching by using LCD'S and projectors. They are also equipped by digital library, online search engines, and websites to prepare effective presentations. Video Conferencing, Video lecture, Workshops, and Industry collaboration are used by faculty. The faculty has been trained for developing E-Content and uploading modules on E SHIKSHA portal.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

20

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college is affiliated to Vikram University, Ujjain and hence follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to students. The internal assessment is carried out in a systematic manner for theory courses and practical work. The Academic calendar is prepared by Higher Education Department of MP. It is made available on college website and notice-boards of the departments. Thus, students know about the dates of class tests, submission of assignments well in advance and hence, can plan accordingly. For theory sessional assessment, the question papers are prepared at the department level with reference to old question paper/question bank/ followed by faculty members.

1---Question paper is prepared by individual faculty/faculty members teaching the same subject.

2---Quality of question papers are checked and final question papers are approved by concerned authority.

3---Assignments are allocated by faculty and are uploaded on college portal.

4---Answer sheets are evaluated and checked answer sheets are shown to the students.

5---A comparative evaluation of student's performance is carried out.

6---Two internal tests are conducted.

For assessment of laboratory course an internal practical viva is conducted by respective faculty member at the end of course.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Mechanism%20of%20internal%20assessment%20is%20transparent%20and%20robust.pdf

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

The institute has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of CIE and rectification of grievences is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester- end examinations. At Institute level, an examination committee, comprising of a senior teacher as convenor and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievences are addressed by the teacher. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher resolves the discrepancy, and the necessary corrections are made. All such representations are taken positively and are reassessed by another teacher if necessary. Within a time bound the Internal Assessment marks are entered in the university web portal, by student's login, students can individually view their performance in the university portal. Students can apply for re-valuation of their answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation is announced as per the university

norms .

File Description	Documents
Any additional information	View File
Link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/internal%20examination%20related%20grievances%20is%20transparent.pdf

2.6 - Student Performance and Learning Outcomes

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

The Institute has contributed, in large part, to the recommendations of the UGC ON EVALUATION REFORMS in higher educational institutions in India. The recommendations provide necessary mechanisms to implement outcome-based education in educational institutions in India. PROGRAMME EDUCATION OBJECTIVES, PROGRAMME OUTCOMES AND COURSE OUTCOMES FOR ALL programmes offered by the institute are clearly stated, displayed on the website and communicated to teachers and students. The aims and objectives of the institute in developing a well-rounded human being has been the foundation for defining the program education objectives of every program conceptualised and designed in the institute. The PEOs have been categorised in to three sections such as Academic values, social sensibilities, and moral and spiritual values. Integrating different stakeholders of the systems, the competencies and the performance indicators for each of the Program Educational Objectives are also defined and which in turn leads to design of comprehensive course level competencies and performance indicators. Programme Assessment Plan detailing the different Assessment types are also designed. Programme outcomes are derived from the Programme Education objectives and are fine tuned to the specifics of each programmes. All students are apprised of the objectives and expected outcomes of their programmes on admission during the induction and orientation programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Programme%20and%20course%20outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes. The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation [internal evaluation], setting up of question paper, evaluation and result. At the Department level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participation in the class. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, field work and so on. The end semester examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study. The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students is taken. At the post graduate level and undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Attainment%20of%20Programme%20outcomes.pdf

2.6.3 - Pass percentage of Students during the year

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

year

1551

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.skpcollegedewas.org/pdf/naac/2022/Pass%20percentage%20of%20Students.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)

[NIL](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

[NIL](#)

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

6

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

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

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

NIL

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has made so many efforts to create an ecosystem for innovations and novel practices with the support of students and available human resources. It has a well equipped digital language laboratory with a very multidimensional software. This laboratory is useful for all languages taught in the institution like English, Hindi, Sanskrit and Urdu. Students are encouraged to use the laboratory in presence of an instructor who facilitates them using the digital laboratory. Various departments and institutions are in contact with the institution for different types of collaborative functions. The institution has signed MOUs with these institutions and has collaborations with other institutions from various types of assistance. The existing MOUs are with New Era, Guru Vasishtha College, Amaltas University of Medical Sciences and Research. Visiting of the other institutions is very of knowledge and learning to adjust in different environment of the institutions

visited. This creates a sense of rapport in the students and they mix up with the students and teachers of the other institutions. The certificate courses in Cambridge Assessment English, Translation, GST, and Tourism provide the learners with great opportunity to become sound both in the skills concerned and economically by practically practicing the skills so acquired in living situations. All these courses contribute to the ability of earning a livelihood. This way the institution is putting forth its creative for the multidimensional development of the students and continue with the incubation center.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/3.2.1.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

NIL

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

12

File Description	Documents
URL to the research page on HEI website	https://www.skpcollegedewas.org/pdf/naac/2022/Ph.Ds%20registered%20per%20eligible%20teacher.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

5

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

In NSS camp activity, 18 students on the occasion of Azadi ka amrit

mahotsav, did blood donation. These students were volunteers of NSS. Arvind Ambodiya represented NCC unit of the institution at the Annual NCC Republic Day camp, held at New Delhi, from 18 December 2021 to 29th January. He was part of REPUBLIC DAY MARCHING contingent to Rajpath. Arvind Ambodiya participated in NCC Combined Annual Training Camp-2020-21 from 02/02/2021 to 04/02/2021 held at Ujjain. Arvind Ambodiya participated in Ek Bharat Shreshth Bharat online camp conducted by 5 UP[1]COY, Jaunpur under the aegis of NCC groupheadquarter Varanasi, From 23rd AUG 2021 TO 28 AUG 2021. LT. Dr. Sanjay Gadge participated in AP Trek-11 held at Ahobilam and Gandikota from 03 DEC 2021 TO 14 DEC 2021. Rakesh Kotiya, Asst. Professor of History was entrusted the responsibility of managing covid centres in govt. buildings and submitting its report from time to time. Environment planning department in keeping with Swatchta karya yojana directed the college to perform various activities such as nukkad natak, online webinar, organizing drawing and quiz competition and ban on single use plastic. Rekha Rajput a PG student gave her services in SWATCHATA fortnight from 1-14 July 2020. She was also given VIKRAM PRATIBHA award for NSS work by Vikram Vishvavidyalaya, UJJAIN,.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Extension%20activities.pdf
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

11

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

200

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

NIL

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 equipment etc.

Shri Krishnajirao Govt P G College has adequate infrastructure and physical facilities. It has 25 classrooms, 1 laboratory, 4 smart classrooms and abundance of furniture to support teaching and learning. The physical facilities also include overhead projectors, 5 photocopy machines, scanner, generator, cctv cameras, aquaguard, voltas water purifier, cooler and inverters. The computing equipments prove as a good resource for teaching, learning and use of ICT tools. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified teaching and technical staff. The optimal utilization is ensured through encouraging innovative teaching -learning practices. Optimal deployment of infrastructure is ensured through conducting workshops/awareness/programs/training programs for faculty on the

use of new technology. There are well equipped class rooms, green board, benches etc. There is a Seminar Hall with seating capacity of 200 students with LCD PROJECTION and Public address system and white board. The Computer lab is equipped with latest Configuration Desktops and software. The institute has well equipped Administrative offices to support all units of Facilities Services. Library and Reading room is equipped with digital library facility. There are good ergonomically designed classrooms LCD PROJECTION and internet facility. The other Amenities include student activities and services, sports and other facilities etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Infrastructure%20and%20physical%20facilities.pdf

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

The institution has adept facilities to pursue cultural activities. The institution has a flourishing Drawing and Painting department. The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of college- 'At the beginning of the academic year need-assessment for replacement/up-gradation/addition of the existing infrastructure is carried out on the suggestions from HODS, committees and Principal after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also student's grievances. The Time table committee plans ahead for all requirements regarding classrooms, furniture and other equipments. The optimal utilization is ensured through encouraging innovative teaching learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra-curricular activities, parent teacher meetings, Campus Recruitments, meetings, seminars, conferences etc. It is used as an examination centre for Government examinations/University examinations. The computing Facilities are-----1 Desktop computers 50 2--- Printers---10 XEROX Machines 6 CCTV camera 2 Scanners 4 Sport is an integral part of the curriculum. Various sports facility is provided to the students within the campus. The College is committed to create a balanced atmosphere of academic, cultural and sports activities for the

overall personality development of its students. Various sports competitions such as inter departmental, inter collegiate, InterUniversity, etc help in developing team spirit in students. Sports and games help the students to improve their interpersonal relationship in healthy manner. Talented students are honoured with medals, trophies and certificates.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/sports.pdf

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

50

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Number%20of%20classrooms%20and%20seminar%20halls.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

41618861

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The functions of library are managed and automated partially by software. It has total 57026 books. 637 students belonging to ST/SC category have been benefitted by the 'Book Bank Scheme'. 15615 books are purchased in this session under the same scheme. The module of catalogue is designed in such a way that allows to create, manage, and maintain bibliographic records for library materials efficiently. It also improves data accuracy and reduces errors, as well as provides valuable insights into library operations through data analytics. The record of issue and submission of books to both students and faculty has been maintained and their signatures are duly taken.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.skpcollegedewas.org/pdf/naac/2022/4.2.2%20subscription%20of%20%20e-resources.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	View File
Audited statements of accounts	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 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

150

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

4.3 - IT Infrastructure

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

The institution has up-to-date IT facilities. All the hardwares and softwares are updated and functioning without any problem. The IT facilities that are available for academic and non-academic activities include 1. Desktop computers in all departments 2. Wi-Fi internet throughout the campus 3. LAN connections in all the desktop

computers 4. Multi function laser printers which can be accessed from all departments to ensure on the spot printing 5. Computers given to students and teaching faculty (2020-21onwards) 6. Desktop computer with speakers in all lecture halls 7. LCD projector with white board in all lecture halls and seminar halls 8. Auditorium with well-established ICT facilities The advanced software facilities provided include 1. CIS portal for maintaining the paperless access of staff and students' attendance, leave request, external communication. 2.Stores online software to create and receive indent, stock management of academic and non-academic departments 3. 4.Online learning by uploading and access to lecture videos, assignments, examination, viva-voce The above software facilities are regularly updated for uninterrupted services. 1. The internet speeds have evolved over time to reach 1 GBPS and the number of desktop computers has also grown significantly. 2. The computers are provided to staff and students for academic progress. 3. The lecture halls have also been updated to be latest ICT facilities. 4. All the softwares are regularly updated to keep pace with developments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/USE%20OF%20INFORMATION%20TECHNOLOGY%20IN%20THE%20COLLEGE.pdf

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

41618861

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College has a well organised and decentralised mechanism to maintain the physical, academic and support facilities. Different committees keeping sync with IQAC ensures the proper maintenance and utilization of the facilities as per the allocation of the budget. The academic requirements regarding books, journals, developing study materials, IT facilities along with the budget are placed by the Head of the Department in the academic council and IQAC. Proper stock register is maintained after the purchase according to the purchase policy and tender notifications. The maintenance of the physical facilities are looked by the subcommittees. There is regularity in cleaning of the classrooms and laboratory, electricity and plumbing, maintenance including sanitation and scrap disposal. Teachers are given training to ensure optimal utilization of ICT facilities. The Gymnasium is maintained and monitored by the staff and its committee where the students regularly visit from 7 AM to 10 AM on all working days. The library committee maintains the

existing books and take decision about buying new books as per allocation of funds and demand of the books provided by the departments through HODS. Major decisions regarding the purchase of books, and service hours are taken in the library committee meeting.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Sports%20calander%202021-22.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1956

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

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.skpcollegedewas.org/pdf/naac/2022/Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

515

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

1380

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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

68

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

887

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The institution facilitates students representation and engagement in various activities such as student council, IQAC, Janbhagidari samiti and other bodies., The college facilitates the students' representation and engagement in various administrative, co-curricular and extracurricular activities by adopting the policy of inclusion. Students actively take part in different cultural programmes, youth parliament, sports competitions, extension activities such as NCC and NSS. The IQAC constitutes its body every year and includes senior students as members of the body.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Institution%20facilitates%20students%E2%80%99%20representation%20and%20engagement.pdf
Upload any additional information	View File

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

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

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association of the institution is under the process of registration and the formalities have been completed with the office of the Firm and Societies Registration. The Constitution of the Association has been formed with all the terms and conditions. The Office bearers have been decided and all their documents have been provided to the office. In fact, the Association already exists and it has been active since last Peer Team visit of NAAC. The Association comprises mostly of the members who are there in the Janbhagidari Samiti of the institution. The institution has received Uniforms and utensils for the NCC cadets of the institution

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/5.4.1%20COLLEGE%20COMMITTEES.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

Inculcating human values and sensibilities, this institution seeks to become the towering source of education and work for the employability of its students so that they might cherish dedicative feelings for the nation and become humble and sincere citizens.

Mission:

ØProviding admissions to both girl and boy students belonging both to rural and urban areas and preparing them capable of earning a livelihood from jobs or entrepreneurship.

ØTo use innovative methods in teaching learning, research and extension activities.

ØTo equip students with knowledge, modern techniques and empower them with competence and creativity.

ØTo provide students with state of art infrastructure, qualified faculty for quality teaching-learning and

evaluation process.

File Description	Documents
Paste link for additional information	https://skpcollegedewas.org/pdf/naac/6.1.1.pdf
Upload any additional information	View File

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

The institution practises decentralisation and participatory management in keeping with its in collective leadership and democratic traditions. A particular reflection of this practice may be seen in Annual committees formed by the Principal, delegation of authority to its coordinators, Sports officer, Librarian, and the Heads of the various departments of the college. The effective leadership is visible in many practices such as Administratuive

decisions taken by Principakl on behalf of conensus met in Staff ciuncil meeting, Financial Decisions by office staff and decentralisation of work.The main committees are Amalgamated fund committee, Yuva utsav, Training and Placement cell, Examination cell, Disciplinary committee, Grievance Redressal cell, IQAC, Student Council, Various scholarship committee Antiu ragginbg ciommittee etc. The faculty members are involvedbin multiple activities incluyding, teaching, bresearch, training, admuissions, admiunistration and Industrial consultancy.They are mainly responsibvle for designing course curricuklum, revision, proposal and introductionb of new courses, delivery of program, and continous assessmment. Thew powers of decision making us delegated to Head of the institutionbi.e. The Principal by which the key areas like Institution administration, University ciompliances, Institution Strategies and Policies, Financial Matters, Research and Development, Government and social interface and other proceedings in the office are executed for smooth functioning of the institute. The insrtitute has a set of well defined policies of governance that have been framed in close consultation with the stake holders.The institutes follows delegation, decentraliusation and emopowerement policies whikle entrusting the responsibikities to faculty and staff.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/institutional%20practices%20such%20as%20decentralization%20and%20participative%20management.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution is a government institution and follows and implements all the policies and instructions that are prescribed from time to time. There are several committees constituted for the purpose of smooth running of the institutional functions.

Chiefly there are two dimensions in which the institution works, i.e., the administrative and the academic. The Principal acts both as the administrative and academic head of the institution. The professors and other teaching faculties perform different administrative and academic functions under the leadership of the

Principal. The official staff maintains the records concerned with establishment and financial matters. The audit of the fee collected by the college is done both by the department and the Accountant General of M.P.

Appointment of all categories of employees is done by the government through advertisements. Through the Janbhagidari Samiti or JBS, some self-financing courses are run in the college, which for this institution are B.Com. with Computer Application and B.B.A. The fee collected for these courses is deposited with the account of the JBS and the audit thereof is done by the Chartered Accountant.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/institutional%20Strategic%20perspective%20plan%20is%20effectively%20deployed.pdf
Upload any additional information	View File

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

The institute is headed by Principal who provides leadership to college and enforces all the administrative policies of the government. The Principal is assisted by senior professors as HODS and coordinators of various committees. The institute has Principal, Professors, associate professors, assistant professors, sports officer, librarian, office staff mainly head clerk, accountant, ldc, and office peons at lowest level. There are three categories of appointment. First, government employees are there who are appointed by government. Second, government guest faculty is there which is kept on contractual basis. Third, Janbhagidari samiti employs guest faculty and non teaching staff on yearly basis. The service rules for these three categories are entirely different. The service rules are determined by Higher education department and general administration department. The Principal is accountable to Addl Director Higher education, Commissioner and Principal secretary Higher Education. Procedures are laid down by Commissioner office and Vallabh Bhavan office Bhopal.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/Portal/Pages/Org_Structure.aspx
Link to Organogram of the institution webpage	https://skpcollegedewas.org/pdf/naac/6.2.2_organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination **A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

There are several welfare programs that are applicable to both the teaching and non-teaching staff and students of the institution. Prominent among them are:

1. Reservation in admission in the Higher Education Institutions to the dependants of the employees of the Higher Education Department including the retired ones.
2. Reimbursement of the medical expenses to the employee and its family.
3. Additional remuneration to the teaching and non-teaching staff for providing services in all types of examinations whether they be of the University or conducted by the state

government.

4. Group Insurance scheme is applicable to all the employees.
5. Family pension is given to the family of the deceased employee of the government.
6. Government service is provided as compassionate appointment to one of the dependants of the deceased employee of the government.
7. Both men and women are provided paternity and maternity leave for taking care of the family at the birth of a child.
8. The uniformed staff members are provided with both the uniforms and washing allowance.
9. The physically handicapped employees are given ten days additional casual leave every year.
10. Facilities are provided to the employees who turn physically incapable due to any reason.
11. Free stationery and books under various schemes to students.
12. The facility of depositing fee in installments.
13. The institution provides half or full freeship of fee to the children of the class four employees or those appointed on the Janbhagidari basis and studying in this institution.
14. Students get insurance for a year only on the payment of Rs. 13/- per year.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/6.3.1.pdf
Upload any additional information	View File

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

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

1

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 programs organized by the institution for teaching and non-teaching staff during the year

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

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has an effective Performance Appraisal System for teaching and non-teaching staff. Every year the outgoing students carry out and submit Teacher Evaluation and Campus Evaluation surveys. The Teacher Evaluation forms have 7 criteria related to aspects of teaching on which the opinion of the students is sought. The duly filled in forms are analysed by the Principal and the feedback thus obtained is judiciously addressed for the betterment of the Teaching -Learning process. In cases where laxity or lacunae is observed the teacher in question is counseled by the Principal and urged to improve his/her performance in the interest of professional upgradation and better service delivery to our primary stakeholders namely the students.

The performance of the non-teaching staff is appraised by the Final year students in the Campus Evaluation survey. They are assessed on the parameters of efficiency, cordiality, and overall helpfulness. These questionnaires too are analyzed by the Principal who counsels those non-teaching staff members whose performance has invited criticism or needs improvement. The performance of those teaching and non-teaching staff members who have not fared well in the students' feedback is closely monitored. The findings of the Teacher Evaluation and Campus Evaluation surveys are then summarized and graphically presented through pie charts and bar graphs and published on the institutional website with transparency norms.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Institutions%20Performance%20Appraisal%20System.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The plans and policies are made during the meeting of staff council in which decision is taken unanimously. The policy for providing partial or full financial assistance to the teaching and non-teaching staff was unanimously accepted in the meeting of staff council on 18th of August 2017. In this regard 41 members of teaching staff were provided with financial assistance during last five year. Similarly, the building of Science Block of this institution is given for the collectorate as the old building of collectorate is demolished for new construction; the campus of the institution is provided for various purposes which include the annual employment camp organized by the District Employment office in collaboration with Municipal Corporation; Arrangement of stay for 300 tribal participants who were on the way to Bhopal, the Capital town of Madhya Pradesh for commemorating Birsamunda Jayanti was made; space is given to BLOs for their booth level function; Camps are organized for various purposes in the institutional campus like medical camp; vaccination camp; blood donation camp; check up camp for the handicaps; Yoga camp etc., and space is provided for various rallies organized by district administration, schools and Nehru Yuv Kendra. So far as the audit is concerned, there are two types of financial audits,

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Audit%20Report.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during

the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)****NIL**

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

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

The institution has a comprehensive resource mobilization policy in place. The institution seeks to mobilize government and non-government grants for the improvement of infrastructure and knowledge resources and to that end prepares, vets and submits proposals to the relevant authorities such as the UGC, the state government, the janbhagidari samiti, Rusa and World bank. It reaches out to local organizations including banks, corporate houses and civic bodies for empathetic patronage. It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians towards the prize and endowment funds. It engages with its alumnae and other stakeholders in exploring revenue-generation avenues, some of which have bore fruit. All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders. The types and methods of resource mobilization are discussed in staff meetings. Resource mobilization at its several levels along with its optimal utilization is carried out by its immediate monitoring agency.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC has consistently striven to institutionalise quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching learning process through increased use of ICT, expanding the scope of the library, transforming it into a multivalent knowledge portal and MOUS with research institutes to re-defining the boundaries of a vitalizing, meaningful and holistic education, the IQAC has been the proactive player in the overall benchmarking process. The IQAC has regularly convened meetings: it has submitted the AQARs to NAAC in a timely manner: it has collected feedback in appropriate forms from different stakeholder categories, analyzed the same and used it for qualitative improvement, has organized Academic and Administrative Audit and has initiated follow up action. IQAC organized two webinars this year. It also underwent AAA and AISHE. Two departments got approval to open two research centres in Commerce and Political Science.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/6.5.1%20SEMINAR%20CONFERENCE%20IN%20THE%20COLLEGE.pdf
Upload any additional information	View File

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

IQAC oversees the effective delivery of the curriculum and suggests methods and means for its effective implementation. Timetables are prepared well in advance as per the requirement of the curriculum and keeping in mind the scheme of instruction. The faculty members chalk out and prepare the detailed teaching plan of the syllabus: likewise CCE activities are generally held on Saturday. IQAC aims towards the qualitative analysis and evaluation of the teaching and learning process in the college. Seminars, Workshops, Guest lectures, academic and industrial visits, NSS, NCC, Sports and Cultural activities are included in the annual plan for all round development of students. The CCE of the students is ensured through test, assignments, seminars etc. Research committee is there to look

after the research activities in the college Each department library is equipped with latest edition of bookd, latest articles, jpurnals, question bank. etc. Career Counselling Cell under Swami Vivekand Career Guidance Cell, which guides and empowers the students with job oriented skill development programmes. Campus placemenbt and Creer fair is irganized for the employment of students.Admission is online and is done according to guidelines layed down by government.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/6.5.2%20TIME%20TABLE.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.skpcollegedewas.org/pdf/naac/2022/6.5.3%20NAAC%20ACCREDITATION%20CERTIFICATE%202007%20AND%202017.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

Gender sensitization is the process of transforming men and women's stereotype mentality. Gender equity, safety of women and sensitization is an important aspect of the institute. The college plays an important role in the spreading of awareness regarding gender sensitization and women's issues by organising various events on the same. NCC wing encourages girl students as NCC cadets participate in various activities. NSS unit also encourages girl students and it is successfully conducting various activities to serve the society. Girls Common rooms provided in the campus with required facilities. The girl students are nominated as members of various committees at department, institute levels and the institute encourages their participation in co-curricular and extra-curricular activities. During orientation programmes and other events, awareness is created on gender equity among the students. Boys are sensitized to participate in Rangoli Competition. The institute celebrates Women's day in a grand manner and presents stories of famous women to inspire the girl students and to make them understand their potential. The institute has a policy of appreciating faculty without gender bias. Women faculty are nominated, based on their ability, as heads of the departments and convenors of various committees and discharging their duties efficiently.

File Description	Documents
Annual gender sensitization action plan	https://www.skpcollegedewas.org/pdf/naac/2022/GENDER%20EQUITY%201.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.skpcollegedewas.org/pdf/naac/2022/GENDER%20EQUITY%202.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste includes both biodegradable and non-biodegradable components. The non-biodegradable solid waste generated in the campus include, paper plastics, metal cans etc. Biodegradable waste includes food waste, vegetable peels, leaves etc. Use and throw items like plastic cups, plates etc. used in the college are replaced by reusable items such as steel glasses and plates. Food waste and non-degradable waste are collected in separate bins. Liquid waste generated by the college is sewage waste and is treated through Sewage Treatment Plants and the water is used for horticulture and flushing in toilets. E-Waste Management : Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Radio, TV, phones, printers, Fax, and photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology upgradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed off centrally through government authorized vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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

B. Any 3 of the above

File Description	Documents
Geo tagged 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:

B. Any 3 of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged 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 are regularly undertaken by the institution

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

C. Any 2 of the above

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

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

D. Any 1 of the above

5.

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

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

Institution provides an inclusive environment for everyone with tolerance and harmonby towards cultural, regional, linguistic, coimmunal socioeconomic and other diversities.Different sports and kultural activities organized inside =the college promote harmony towards each other.Teachers deliver lectures with ban acceptance

and appreciation for different ideas, opinions, and learning styles of the students and make an earnest effort to understand the racial and cultural characteristics of students. Along with curriculum, additional communication and soft skills classes are conducted to make the students from different backgrounds communicate effectively. Women Grievance cell Redressal cell aims at social protection, ensuring tolerance and harmony, reducing vulnerability, empowering women and girls, cultural, regional inclusion. Industrial visits expose students to the practical challenges and also make the students from different backgrounds adapt to one another to create a tolerance and harmony in the organization. During national festivals and other events of the college, eminent personalities are invited to emphasize the importance of tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. NSS and NCC activities of our institution mitigate the socio-economic diversities and progress them towards leading to a tolerant and harmonious living. Students are involved and encouraged to participate in various co-curricular and extracurricular activities to make them mingle with one another.

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

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

The institute sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties and responsibilities of citizens which enables them to conduct as a responsible citizen. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. Ethical Values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in debates and essay competitions. NSS and NCC activities of the institute has the affinity for philanthropic initiatives. The institute conducts awareness programs and rallies on ban on plastics, cleanliness, Satyagraha etc. involving students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.skpcollegedewas.org/pdf/naac/2022/7.1.9%20Constitution%20day.pdf
Any other relevant information	https://www.skpcollegedewas.org/pdf/naac/2022/CONSTITUTIONAL%20DAY%20AND%20HUMAN%20RIGHT%20DAY.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **B. Any 3 of the above**

4. Annual awareness programmes on Code of Conduct are organized

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 programs 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

The institute aims to inculcate values and nationalism in the students by celebrating the national festivals and birth anniversaries of great Indian personalitiues in the college campus every yesr. The celebrations incluyde flaf-hoistingf, exhibitions, Poster presentations, Essay writing and Elocution. Repubkliuc day, Independence day, Gandshui Jayanti, Teachers day, Youth day, Netajhi Subhas Chandra birth anniversary, Internatioinal Women day, National voter day, International Yoga day, Hindi day, Constitution day,

World Environment Day.and M.P.formation day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1- NCC--NSS under the leadership of Shri Rakesh Kotiya has successfully been contributing in extension servives to promote social harmony and community development.It has been contributing in Cleanliness drive, Nukkad drama, selection of 8 students in Yuva Mahapanchayat, Tiranga Abhiyaan, NSS CAMP, Blood donation, Plantation, Poster competition, Slogan competition, Quiz competition, drawing competition, Postercompetition on National Voter Day, Vishwa Alekh certificate to NSS K.P.College Dewas and 1st prize in Nukkad drama.

2- Best Practice -ONLINE LECTURES BY DR SEEMA SONI, PROFESSOR OFPOLITICAL SCIENCE ON VARIOUS PLATFORMS--Dr.Seema Soni by using her soothing voice,intellect, insight, wisdom has won hearts of many students and viewers in society on various range of topics such as Gandhi and Mira Behn, Gandhi and Tolstoy, Gandhi andSonja Schlesin, Gandhi and Nilla Cram Cook, Gandhi and Millie Polak, Gandhi and Tagore, How John Ruskin's Unto This Last influenced Gandhi, Gandhi and his Mother, Gandhi and Kasturba Gandhi and Karl Marx[2 parts], Relevance of Hind Swaraj in present day context, Rammanohar Lohia his thoughts by Drawing competition . Seema Soni.All these lectures are available on YOU TUBE.She has over the years has deely studied Gandhi and his contribution in various fields. She is a prolific speaker on Gandhi, Lohia and Modern Leaders.

File Description	Documents
Best practices in the Institutional website	https://www.skpcollegedewas.org/pdf/naac/2022/BEST%20PRACTICE%20BY%20NCC&NSS.pdf
Any other relevant information	@rakeshkotiya6909

7.3 - Institutional Distinctiveness

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

.The NCC of this college every year gets 1st prize on 15 th August and 26 TH January celebrations at district level.Arvind Ambodiya of this college has represented college in 26th January Paradat New Delhi.in January 2022 This student of our college was honoured by Chief Minister of M.P. and Army General .NCC Officer Dr.Sanjay Gadge has loparticipated bin many natrional camps. Arvind Ambodiya has been honoured by Governor of the state as well. Every year the contingent of NCC takes part in Independence day celebration and Republic day celebration in District Headquarter.NCC unit of the institute plays a vital role in maintaining discipline, cultural advancement and communal harmony in institute and society.<https://youtube.com/@zainabshahnaz7952>

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to Vikram University, Ujjain, and it follows the curriculum approved by it. From the beginning of academic session the college adheres to the Academic calendar issued by the Higher Education. The departments add some significant features to the curriculum as part of its enrichment. The Heads of the Departments conduct the meetings from time to time to distribute workload, allot subjects, plan the activities of the departments and to review the completed syllabus. The Principal monitors the effective implementation of the calendar through formal meetings with heads of the departments. The college follows the curriculum prescribed by the University and Central board of studies. Our faculty members have worked in the board of studies and their sub-committees and substantially contributed to the preparation and development of the curriculum. The college constitutes the Time Table committee which prepares the time table for the whole college and the departments are given their time slot in it. The Time Tables are displayed on the Notice Board and also uploaded on the college website. The Teaching Plan is prepared by every faculty member at the beginning of academic session. They record the teaching classes taken and practical work in the diary. The faculty uses charts, maps, models and ICT Tools along with chalk and board. Methods like seminar, group discussion, quiz, case study for effective delivery of curriculum are implemented. Study materials, PDF notes, and question banks are provided in the class and sent through mails.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Curriculum%20delivery.pdf

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

The Academic calendar is released by Higher Education Department

of M.P. The Academic Calender comprises of calender for Semester exam and Annual exam. The Semester exam covers the post graduate courses and the Annual exam covers the undergraduate courses. The calender for semester classes include the zero classes, teaching work, C.I.Ework, practical classes, pre-examination preparation, semester and ATKT exam, semester break for students and Declaration of Results. Generally around 187 days are total working days and 155 total teaching days are allotted for semester classes. The calender for Annual system comprises of admission work, teaching work, all types of extra and co-curricular activities like sports, NSS, NCC, yuva utsav, Annual gathering, supplementary exam, CCEvaluation, time table for theory papers and practical exam, preparation leave, and final examination, Diwali vacation and Summer vacation are also included in it. There are around 155 working days and 161 teaching days prescribed for it. The main objective behind Academic calender is overall dispensation of academic and extracurricular facets of student development in which exploitation of talent and intellect being the cornerstone of academic calender. The Contineous Internal Evaluation is successfully carried out in two stages in various types such as assignments, surprise tests, group discussion, oral tests, monthly tests, question answer method and symposium.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://highereducation.mp.gov.in/Uploaded%20Document/Academic%20calaender%202021-22%20(1).pdf

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>A. All of the above</p>
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

08

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

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

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

16

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1337

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human values, Environment and Sustainability, Human Values, into the curriculum through NSS, NCC Environmental studies, Foundation Programme of undergraduate classes. As an integral part of student engagement in social activities during their programme of study, college also enrolls students as NSS AND NCC VOLUNTEERS. It aims at inculcating values, ethics and socially responsible qualities. Students organize street plays, awareness campaigns, debates etc. Human values activities are conducted by students since its inception. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits, and field excursions are organized for students of all programmes. Environment day, earth day, Water day are celebrated every year in which students actively participate.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

07

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

471

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://skpcollegedewas.org/pdf/naac/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://skpcollegedewas.org/pdf/naac/1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

5289

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

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

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

4520

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Initiatives for Advanced and Slow learners ---The following special activities are conducted for Advanced learners:

1---ADVANCED LEARNERS:---The following Special activities are conducted for ADVANCED LEARNERS:

1---Bright and diligent students are motivated and inspired to get university ranks.

2---Semester toppers and university rank holders are honoured with cash prizes.

3---Encouragement imparted to participate in various activities like symposium, quiz, poster, essay competitions.

4---Conferences, inter-institution competition etc.

5---Guiding the students for NET/PSC/UPSC/CDSE Competitive Examination.

6---Guiding and Encouraging to publish/present research papers in conferences/Journals.

SLOW LEARNERS:

The following activities are conducted vfor slow learners---

1---Special Coaching class and Counselling is given to slow learners.

2---Previous year coaching papers and Question banks for all subects are circulated among slow learners.

3---Students are given repeated practice on important questions.

ADVANCED LEARNER"S REPORT: ACTION TAKEN

1---MOTIVATED THE STUDENTS TO PARTICIPATE IN VARIOUS EVENT AND ACTIVITIES.

2---Helping them to solve complex problems and assignments to enable them to enhance their problem- solving abilities.

3---Motivate the students to take the seminar in the class to improve the delivery method.

4---Encouragethe students to obtain the university ranks.

5---Guidethem to enroll in the online courses like SWAYAM.

IMPACT OBSERVED:

1---Increase in number of students participation in various contests.

2---Students have applied for online courses.

3---Students are motivated for taking the seminars in the classes.

4---Increase in student participation in Project work and certificate programmes of Swami Vivekanand Career Cell.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/SPECIAL%20PROGRAMME%20FOR%20SLOW%20LEARNERS.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
5289	27

File Description	Documents
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

The College practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stakeholders, boosting their confidence, and encouraging self determination to compete and strive for excellence. The teacher facilitates learning by allowing each student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. Courses of the university are defined highlighting

course objectives, programme specific objectives, and programme outcomes. This provides a comprehensive understanding to the student as to what should be the primary focus. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the course and teachers, given by the students at the end of each semester provides an opportunity to identify any lacunae which can then be resolved. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio visual methodology, Language lab, Google classroom, Industrial visits, Field work and projects are some of the means utilized by the Departments to provide experiential learning and participative learning. Internal assessments are planned so as to encourage students to learn amicably.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/EXPRENTIAL%20LEARNING.pdf

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

Teachers use ICT ENABLED TOOLS FOR EFFECTIVE TEACHING- LEARNING PROCESS. Today, it is essential for the students to learn and master the latest technologies in order to be digitally aware. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology [ICT] in education to support, enhance and optimize the delivery of education. The following tools are used by the institute---Projectors, Desktop, Laptop, Printers, Photocopier machines, Scanners, Seminar rooms, Smart board, Online Classes, through Zoom, Google meet, Microsoft team and Digital library resources. Use of ICT by faculty ---Powerpoint presentation---Faculties are encouraged to use power point presentations in their teaching by using LCD'S and projectors. They are also equipped by digital library, online search engines, and websites to prepare effective presentations. Video Conferencing, Video lecture, Workshops, and Industry collaboration are used by faculty. The faculty has been trained for developing E-Content and uploading modules on E SHIKSHA portal.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

24

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

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

2.4.3.1 - Total experience of full-time teachers

20

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college is affiliated to Vikram University, Ujjain and hence follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to students. The internal assessment is carried out in a systematic manner for theory courses and practical work. The Academic calendar is prepared by Higher Education Department of MP. It is made available on college website and notice-boards of the departments. Thus, students know about the dates of class tests, submission of assignments well in advance and hence, can plan accordingly. For theory sessional assessment, the question papers are prepared at the department level with reference to old question paper/question bank/ followed by faculty members.

1---Question paper is prepared by individual faculty/faculty members teaching the same subject.

2---Quality of question papers are checked and final question paperis approved by concerned authority.

3---Assignments are allocated by faculty and are uploaded on college portal.

4---Answer sheets are evaluated and checked answer sheets are shown to the students.

5---A comparative evaluation of student's performance is carried out.

6---Two internal tests are conducted.

For assessment of laboratory course an internal practical viva is conducted by respective faculty member at the end of course.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Mechanism%20of%20internal%20assessment%20is%20transparent%20and%20robust.pdf

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

The institute has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of CIE and rectification of grievences is time bound. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester- end examinations. At Institute level, an examination committee, comprising of a senior teacher as convenor and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher resolves the discrepancy, and the necessary corrections are made. All such representations are taken positively and are reassessed by another teacher if necessary. Within a time bound the Internal Assessment marks are entered in the university web portal, by student's login, students can individually view their performance

in the university portal. Students can apply for re-valuation of their answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation is announced as per the university norms.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/internal%20examination%20related%20grievances%20is%20transparent.pdf

2.6 - Student Performance and Learning Outcomes

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

The Institute has contributed, in large part, to the recommendations of the UGC ON EVALUATION REFORMS in higher educational institutions in India. The recommendations provide necessary mechanisms to implement outcome-based education in educational institutions in India. PROGRAMME EDUCATION OBJECTIVES, PROGRAMME OUTCOMES AND COURSE OUTCOMES FOR ALL programmes offered by the institute are clearly stated, displayed on the website and communicated to teachers and students. The aims and objectives of the institute in developing a well-rounded human being has been the foundation for defining the program education objectives of every program conceptualised and designed in the institute. The PEOs have been categorised in to three sections such as Academic values, social sensibilities, and moral and spiritual values. Integrating different stakeholders of the systems, the competencies and the performance indicators for each of the Program Educational Objectives are also defined and which in turn leads to design of comprehensive course level competencies and performance indicators. Programme Assessment Plan detailing the different Assessment types are also designed. Programme outcomes are derived from the Programme Education objectives and are fine tuned to the specifics of each programmes. All students are apprised of the objectives and expected outcomes of their programmes on admission during the induction and orientation programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Programme%20and%20course%20outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes. The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation [internal evaluation], setting up of question paper, evaluation and result. At the Department level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participation in the class. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, field work and so on. The end semester examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study. The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students is taken. At the post graduate level and undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Attainment%20of%20Programme%20outcomes.pdf

2.6.3 - Pass percentage of Students during the year	
2.6.3.1 - Total number of final year students who passed the university examination during the year	
1551	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.skpcollegedewas.org/pdf/naac/2022/Pass%20percentage%20of%20Students.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)	
NIL	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
NIL	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
6	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
NIL	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NIL
3.2 - Innovation Ecosystem	
3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge	
<p>The institution has made so many efforts to create an ecosystem for innovations and novel practices with the support of students and available human resources. It has a well equipped digital language laboratory with a very multidimensional software. This laboratory is useful for all languages taught in the institution like English, Hindi, Sanskrit and Urdu. Students are encouraged to use the laboratory in presence of an instructor who facilitates them using the digital laboratory. Various departments and institutions are in contact with the institution for different types of collaborative functions. The institution has signed MOUs with these institutions and has collaborations with other institutions from various types of assistance. The</p>	

existing MOUs are with New Era, Guru Vasishtha College, Amaltas University of Medical Sciences and Research. Visiting of the other institutions is very of knowledge and learning to adjust in different environment of the institutions visited. This creates a sense of rapport in the students and they mix up with the students and teachers of the other institutions. The certificate courses in Cambridge Assessment English, Translation, GST, and Tourism provide the learners with great opportunity to become sound both in the skills concerned and economically by practically practicing the skills so acquired in living situations. All these courses contribute to the ability of earning a livelihood. This way the institution is putting forth its creative for the multidimensional development of the students and continue with the incubation center.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/3.2.1.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

NIL

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

12

File Description	Documents
URL to the research page on HEI website	https://www.skpcollegedewas.org/pdf/naac/2022/Ph.Ds%20registered%20per%20eligible%20teacher.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

5

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

In NSS camp activity, 18 students on the occasion of Azadi ka amrit mahotsav, did blood donation. These students were volunteers of NSS. Arvind Ambodiya Represented NCC unit of the institution at the Annual NCC Republic Day camp, held at New Delhi, from 18 December 2021 to 29 th January. He was part of REPUBLIC DAY MARCHING contingent to Rajpath. Arvind Ambodiya participated in NCC Combined Annual Training Camp-2020-21 from 02/02/2021 to 04/02/2021 held at Ujjain. Arvind Ambodiya participated in Ek Bharat Shreshth Bharat online camp conducted by 5 UP[1]COY, Jaunpur under the aegis of NCC groupheadquarter Varanasi, From 23rd AUG 2021 TO 28 AUG 2021. LT. Dr. Sanjay Gadge participated in AP Trek-11 held at Ahobilam and Gandikota from 03 DEC 2021 TO 14 DEC 2021. Rakesh Kotiya, Asst., Professor of History was entrusted the responsibility of managing covid centres in govt. buildings and submitting its report from time to time. Environment planning department in keeping with Swatchta karya yojana directed the college to perform various activities such as nukkad natak, online webinar, organizing drawing and quiz competition and ban on single use plastic. Rekha Rajput a PG student gave her services in SWATCHATA fortnight from 1-14 July 2020. She was also given VIKRAM PRATIBHA award for NSS work by Vikram Vishvavidyalaya, UJJAIN, .

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Extension%20activities.pdf
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

11

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
10	
File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File
3.4.4 - Number of students participating in extension activities at 3.4.3. above during year	
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year	
200	
File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File
3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
NIL	

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	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 equipment etc.

Shri Krishnajirao Govt P G College has adequate infrastructure and physical facilities. It has 25 classrooms, 1 laboratory, 4 smart classrooms and abundance of furniture to support teaching and learning. The physical facilities also include overhead projectors, 5 photocopy machines, scanner, generator, cctv cameras, aquaguard, voltas water purifier, cooler and inverters. The computing equipments prove as a good resource for teaching, learning and use of ICT tools. Effective utilization of infrastructure is ensured through appointment of adequate and well qualified teaching and technical staff. The optimal utilization is ensured through encouraging innovative teaching-learning practices. Optimal deployment of infrastructure is

ensured through conducting workshops/awareness/programs/training programs for faculty on the use of new technology. There are well equipped class rooms, green board, benches etc. There is a Seminar Hall with seating capacity of 200 students with LCD PROJECTION and Public address system and white board. The Computer lab is equipped with latest Configuration Desktops and software. The institute has well equipped Administrative offices to support all units of Facilities Services. Library and Reading room is equipped with digital library facility. There are good ergonomically designed classrooms LCD PROJECTION and internet facility. The other Amenities include student activities and services, sports and other facilities etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Infrastructure%20and%20physical%20facilities.pdf

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

The institution has adept facilities to pursue cultural activities. The institution has a flourishing Drawing and Painting department. The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of college-'At the beginning of the academic year need-assessment for replacement/up-gradation/addition of the existing infrastructure is carried out on the suggestions from HODS, committees and Principal after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also student's grievances. The Time table committee plans ahead for all requirements regarding classrooms, furniture and other equipments.. The optimal utilization is ensured through encouraging innovative teaching learning practices. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra-curricular activities, parent teacher meetings, Campus Recruitments, meetings, seminars, conferences etc. It is used as an examination centre for Government examinations/University examinations. The computing Facilities are----1 Desktop computers 50 2--- Printers---10 XEROX Machines 6

CCTV camera 2 Scanners 4 Sport is an integral part of the curriculum. Various sports facility is provided to the students within the campus. The College is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of its students. Various sports competitions such as inter departmental, inter collegiate, Inter University, etc help in developing team spirit in students. Sports and games help the students to improve their interpersonal relationship in healthy manner. Talented students are honoured with medals, trophies and certificates.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/sports.pdf

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

50

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Number%20of%20classrooms%20and%20seminar%20halls.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

41618861

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The functions of library are managed and automated partially by software. It has total 57026 books. 637 Students belonging to ST/SC category have been benefitted by the 'Book Bank Scheme'. 15615 books are purchased in this session under the same scheme. The module of catalogue is designed in such a way that allows to create, manage, and maintain bibliographic records for library materials efficiently. It also improves data accuracy and reduces errors, as well as provides valuable insights into library operations through data analytics. The record of issue and submission of books to both students and faculty has been maintained and their signatures are duly taken.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.skpcollegedewas.org/pdf/naac/2022/4.2.2%20subscription%20of%20%20e-resources.pdf

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	View File
Audited statements of accounts	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 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

150

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

4.3 - IT Infrastructure

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

The institution has up-to-date IT facilities. All the hardwares and softwares are updated and functioning without any problem. The IT facilities that are available for academic and non-academic activities include 1. Desktop computers in all departments 2. Wi-Fi internet throughout the campus 3. LAN

connections in all the desktop computers 4. Multi function laser printers which can be accessed from all departments to ensure on the spot printing 5. Computers given to students and teaching faculty (2020-21onwards) 6. Desktop computer with speakers in all lecture halls 7. LCD projector with white board in all lecture halls and seminar halls 8. Auditorium with well-established ICT facilities The advanced software facilities provided include 1. CIS portal for maintaining the paperless access of staff and students' attendance, leave request, external communication. 2.Stores online software to create and receive indent, stock management of academic and non-academic departments 3. 4.Online learning by uploading and access to lecture videos, assignments, examination, viva-voce The above software facilities are regularly updated for uninterrupted services. 1. The internet speeds have evolved over time to reach 1 GBPS and the number of desktop computers has also grown significantly. 2. The computers are provided to staff and students for academic progress. 3. The lecture halls have also been updated to be latest ICT facilities. 4. All the softwares are regularly updated to keep pace with developments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/USE%20OF%20INFORMATION%20TECHNOLOGY%20IN%20THE%20COLLEGE.pdf

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

41618861

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College has a well organised and decentralised mechanism to maintain the physical, academic and support facilities. Different committees keeping sync with IQAC ensures the proper maintenance and utilization of the facilities as per the allocation of the budget. The academic requirements regarding books, journals, developing study materials, IT facilities along with the budget are placed by the Head of the Department in the academic council and IQAC. Proper stock register is maintained after the purchase according to the purchase policy and tender notifications. The maintenance of the physical facilities are looked by the subcommittees. There is regularity in cleaning of the classrooms and laboratory, electricity and plumbing, maintenance including sanitation and scrap disposal. Teachers are given training to ensure optimal utilization of ICT facilities. The Gymnasium is maintained and monitored by the staff and its committee where the students regularly visit from 7 AM to 10 AM on all working

days. The library committee maintains the existing books and take decision about buying new books as per allocation of funds and demand of the books provided by the departments through HODS. Major decisions regarding the purchase of books, and service hours are taken in the library committee meeting.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Sports%20calander%202021-22.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1956

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

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	https://www.skpcollegedewas.org/pdf/naac/2022/Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

515

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

1380

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

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>D. Any 1 of the above</p>
--	-------------------------------------

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

68

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

887

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The institution facilitates students representation and engagement in various activities such as student council, IQAC, Janbhagidari samiti and other bodies., The college facilitates the students' representation and engagement in various administrative, co-curricular and extracurricular activities by adopting the policy of inclusion. Students actively take part in different cultural programmes, youth parliament, sports competitions, . extension activities such as NCC and NSS. The IQAC constitutes its body every year and includes senior students as members of the body.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Institution%20facilitates%20students%E2%80%99%20representation%20and%20engagement.pdf
Upload any additional information	View File

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

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

20

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association of the institution is under the process of registration and the formalities have been completed with the office of the Firm and Societies Registration. The Constitution of the Association has been formed with all the terms and conditions. The Office bearers have been decided and all their documents have been provided to the office. In fact, the Association already exists and it has been active since last Peer Team visit of NAAC. The Association comprises mostly of the members who are there in the Janbhagidari Samiti of the institution. The institution has received Uniforms and utensils for the NCC cadets of the institution

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/5.4.1%20COLLEGE%20COMMITTEES.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

Inculcating human values and sensibilities, this institution seeks to become the towering source of education and work for the employability of its students so that they might cherish dedicative feelings for the nation and become humble and sincere citizens.

Mission:

- ØProviding admissions to both girl and boy students belonging both to rural and urban areas and preparing them capable of earning a livelihood from jobs or entrepreneurship.
- ØTo use innovative methods in teaching learning, research and extension activities.
- ØTo equip students with knowledge, modern techniques and empower them with competence and creativity.
- ØTo provide students with state of art infrastructure, qualified faculty for quality teaching-learning and evaluation process.

File Description	Documents
Paste link for additional information	https://skpcollegedewas.org/pdf/naac/6.1.1.pdf
Upload any additional information	View File

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

The institution practises decentralisation and participatory management in keeping with its in collective leadership and democratic traditions.A particular reflection of this practice may be seen in Annual committees formed by the Principal, delegation of authority to its coordinators, Sports officer, Librarian, and the Heads of the various departments of the

college. The effective leadership is visible in many practices such as Administrative decisions taken by Principal on behalf of consensus met in Staff council meeting, Financial Decisions by office staff and decentralisation of work. The main committees are Amalgamated fund committee, Yuva utsav, Training and Placement cell, Examination cell, Disciplinary committee, Grievance Redressal cell, IQAC, Student Council, Various scholarship committee Anti ragging committee etc. The faculty members are involved in multiple activities including, teaching, research, training, admissions, administration and Industrial consultancy. They are mainly responsible for designing course curriculum, revision, proposal and introduction of new courses, delivery of program, and continuous assessment. The powers of decision making are delegated to Head of the institution i.e. The Principal by which the key areas like Institution administration, University compliances, Institution Strategies and Policies, Financial Matters, Research and Development, Government and social interface and other proceedings in the office are executed for smooth functioning of the institute. The institute has a set of well defined policies of governance that have been framed in close consultation with the stakeholders. The institute follows delegation, decentralisation and empowerment policies while entrusting the responsibilities to faculty and staff.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/institutional%20practices%20such%20as%20decentralization%20and%20participative%20management.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution is a government institution and follows and implements all the policies and instructions that are prescribed from time to time. There are several committees constituted for the purpose of smooth running of the institutional functions.

Chiefly there are two dimensions in which the institution works, i.e., the administrative and the academic. The Principal acts both as the administrative and academic head of the institution. The professors and other teaching faculties perform different

administrative and academic functions under the leadership of the Principal. The official staff maintains the records concerned with establishment and financial matters. The audit of the fee collected by the college is done both by the department and the Accountant General of M.P.

Appointment of all categories of employees is done by the government through advertisements. Through the Janbhagidari Samiti or JBS, some self-financing courses are run in the college, which for this institution are B.Com. with Computer Application and B.B.A. The fee collected for these courses is deposited with the account of the JBS and the audit thereof is done by the Chartered Accountant.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/institutional%20Strategic%20perspective%20plan%20is%20effectively%20deployed.pdf
Upload any additional information	View File

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

The institute is headed by Principal who provides leadership to college and enforces all the administrative policies of the government. The Principal is assisted by senior professors as HODS and coordinators of various committees. The institute has Principal, Professors, associate professors, assistant professors, sports officer, librarian, office staff mainly head clerk, accountant, ldc, and office peons at lowest level. There are three categories of appointment. First, government employees are there who are appointed by government. Second, government guest faculty is there which is kept on contractual basis. Third, Janbhagidari samiti employs guest faculty and non teaching staff on yearly basis. The service rules for these three categories are entirely different. The service rules are determined by Higher education department and general administration department. The Principal is accountable to Addl Director Higher education, Commissioner and Principal secretary Higher Education. Procedures are laid down by Commissioner office and Vallabh Bhavan office Bhopal.

File Description	Documents
Paste link for additional information	http://www.mphighereducation.nic.in/Portal/Pages/Org_Structure.aspx
Link to Organogram of the institution webpage	https://skpcollegedewas.org/pdf/naac/6.2.2_organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

There are several welfare programs that are applicable to both the teaching and non-teaching staff and students of the institution. Prominent among them are:

1. Reservation in admission in the Higher Education Institutions to the dependants of the employees of the Higher Education Department including the retired ones.
2. Reimbursement of the medical expenses to the employee and its family.
3. Additional remuneration to the teaching and non-teaching staff for providing services in all types of examinations whether they be of the University or conducted by the state

government.

4. Group Insurance scheme is applicable to all the employees.
5. Family pension is given to the family of the deceased employee of the government.
6. Government service is provided as compassionate appointment to one of the dependants of the deceased employee of the government.
7. Both men and women are provided paternity and maternity leave for taking care of the family at the birth of a child.
8. The uniformed staff members are provided with both the uniforms and washing allowance.
9. The physically handicapped employees are given ten days additional casual leave every year.
10. Facilities are provided to the employees who turn physically incapable due to any reason.
11. Free stationery and books under various schemes to students.
12. The facility of depositing fee in installments.
13. The institution provides half or full freship of fee to the children of the class four employees or those appointed on the Janbhagidari basis and studying in this institution.
14. Students get insurance for a year only on the payment of Rs. 13/- per year.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/6.3.1.pdf
Upload any additional information	View File

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

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

1

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 programs organized by the institution for teaching and non-teaching staff during the year

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

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has an effective Performance Appraisal System for teaching and non-teaching staff. Every year the outgoing students carry out and submit Teacher Evaluation and Campus Evaluation surveys. The Teacher Evaluation forms have 7 criteria related to aspects of teaching on which the opinion of the students is sought. The duly filled in forms are analysed by the Principal and the feedback thus obtained is judiciously addressed for the betterment of the Teaching -Learning process. In cases where laxity or lacunae is observed the teacher in question is counseled by the Principal and urged to improve his/her performance in the interest of professional upgradation and better service delivery to our primary stakeholders namely the students.

The performance of the non-teaching staff is appraised by the Final year students in the Campus Evaluation survey. They are assessed on the parameters of efficiency, cordiality, and overall helpfulness. These questionnaires too are analyzed by the Principal who counsels those non-teaching staff members whose performance has invited criticism or needs improvement. The performance of those teaching and non-teaching staff members who have not fared well in the students' feedback is closely monitored. The findings of the Teacher Evaluation and Campus Evaluation surveys are then summarized and graphically presented through pie charts and bar graphs and published on the institutional website with transparency norms.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Institutions%20Performance%20Appraisal%20System.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The plans and policies are made during the meeting of staff council in which decision is taken unanimously. The policy for providing partial or full financial assistance to the teaching and non-teaching staff was unanimously accepted in the meeting of staff council on 18th of August 2017. In this regard 41 members of teaching staff were provided with financial assistance during last five year. Similarly, the building of Science Block of this institution is given for the collectorate as the old building of collectorate is demolished for new construction; the campus of the institution is provided for various purposes which include the annual employment camp organized by the District Employment office in collaboration with Municipal Corporation; Arrangement of stay for 300 tribal participants who were on the way to Bhopal, the Capital town of Madhya Pradesh for commemorating Birsamunda Jayanti was made; space is given to BLOs for their booth level function; Camps are organized for various purposes in the institutional campus like medical camp; vaccination camp; blood donation camp; check up camp for the handicaps; Yoga camp etc., and space is provided for various rallies organized by district administration, schools and Nehru Yuv Kendra. So far as the audit is concerned, there are two types of financial audits,

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Audit%20Report.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

NIL

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

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

The institution has a comprehensive resource mobilization policy in place. The institution seeks to mobilize government and non-government grants for the improvement of infrastructure and knowledge resources and to that end prepares, vets and submits proposals to the relevant authorities such as the UGC, the state government, the janbhagidari samiti, Rusa and World bank. It reaches out to local organizations including banks, corporate houses and civic bodies for empathetic patronage. It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians towards the prize and endowment funds. It engages with its alumnae and other stakeholders in exploring revenue-generation avenues, some of which have bore fruit. All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders. The types and methods of resource mobilization are discussed in staff meetings. Resource mobilization at its several levels along with its optimal utilization is carried out by its immediate monitoring agency.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC has consistently striven to institutionalise quality assurance strategies and processes at every level of the institution's functioning. From devising strategies to improve the teaching learning process through increased use of ICT, expanding the scope of the library, transforming it into a multivalent knowledge portal and MOUS with research institutes to re-defining the boundaries of a vitalizing, meaningful and holistic education, the IQAC has been the proactive player in the overall benchmarking process. The IQAC has regularly convened meetings: it has submitted the AQARs to NAAC in a timely manner: it has collected feedback in appropriate forms from different stakeholder categories, analyzed the same and used it for qualitative improvement, has organized Academic and Administrative Audit and has initiated follow up action. IQAC organized two webinars this year. It also underwent AAA and AISHE. Two departments got approval to open two research centres in Commerce and Political Science.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/6.5.1%20SEMINAR%20CONFERENCE%20IN%20THE%20COLLEGE.pdf
Upload any additional information	View File

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

IQAC oversees the effective delivery of the curriculum and suggests methods and means for its effective implementation. Timetables are prepared well in advance as per the requirement of the curriculum and keeping in mind the scheme of instruction. The faculty members chalk out and prepare the detailed teaching plan of the syllabus: likewise CCE activities are generally held on Saturday. IQAC aims towards the qualitative analysis and evaluation of the teaching and learning process in the college. Seminars, Workshops, Guest lectures, academic and industrial visits, NSS, NCC, Sports and Cultural activities are included in the annual plan for all round development of

students. The CCE of the students is ensured through test, assignments, seminars etc. Research committee is there to look after the research activities in the college. Each department library is equipped with latest edition of books, latest articles, journals, question bank, etc. Career Counselling Cell under Swami Vivekananda Career Guidance Cell, which guides and empowers the students with job oriented skill development programmes. Campus placement and Career fair is organized for the employment of students. Admission is online and is done according to guidelines laid down by government.

File Description	Documents
Paste link for additional information	https://www.skpcollegedewas.org/pdf/naac/2022/6.5.2%20TIME%20TABLE.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.skpcollegedewas.org/pdf/naac/2022/6.5.3%20NAAC%20ACCREDITATION%20CERTIFICATE%202007%20AND%202017.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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	
<p>Gender sensitization is the process of transforming men and women's stereotype mentality. Gender equity, safety of women and sensitization is an important aspect of the institute. The college plays an important role in the spreading of awareness regarding gender sensitization and women's issues by organising various events on the same. NCC wing encourages girl students as NCC cadets participate in various activities. NSS unit also encourages girl students and it is successfully conducting various activities to serve the society. Girls Common rooms provided in the campus with required facilities. The girl students are nominated as members of various committees at department, institute levels and the institute encourages their participation in co-curricular and extra-curricular activities. During orientation programmes and other events, awareness is created on gender equity among the students. Boys are sensitized to participate in Rangoli Competition. The institute celebrates Women's day in a grand manner and presents stories of famous women to inspire the girl students and to make them understand their potential. The institute has a policy of appreciating faculty without gender bias. Women faculty are nominated, based on their ability, as heads of the departments and convenors of various committees and discharging their duties efficiently.</p>	
File Description	Documents
Annual gender sensitization action plan	https://www.skpcollegedewas.org/pdf/naac/2022/GENDER%20EQUITY%201.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.skpcollegedewas.org/pdf/naac/2022/GENDER%20EQUITY%202.pdf
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste includes both biodegradable and non-biodegradable components. The non-biodegradable solid waste generated in the campus include, paper plastics, metal cans etc. Biodegradable waste includes food waste, vegetable peels, leaves etc. Use and throw items like plastic cups, plates etc. used in the college are replaced by reusable items such as steel glasses and plates. Food waste and non-degradable waste are collected in separate bins. Liquid waste generated by the college is sewage waste and is treated through Sewage Treatment Plants and the water is used for horticulture and flushing in toilets. E-Waste Management : Flip flops, memory chips, motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Radio, TV, phones, printers, Fax, and photocopy machines are recycled properly. Instead of buying a new machine buyback option is taken for technology upgradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed off centrally through government authorized vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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

B. Any 3 of the above

File Description	Documents
Geo tagged 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**

B. Any 3 of the above

File Description	Documents
Geo tagged 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 are regularly undertaken by the institution

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

C. Any 2 of the above

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>Institution provides an inclusive environment for everyone with tolerance and harmonby towards cultural, regional, linguistic, coimmunal socioeconomic and other diversities.Different sports and cuktural activities organized inside =the college promote harmony towards each other.Teachers deliver lectures with ban</p>

acceptance and appreciation for different ideas, opinions, and learning styles of the students and make an earnest effort to understand the racial and cultural characteristics of students. Along with curriculum, additional communication and soft skills classes are conducted to make the students from different backgrounds communicate effectively. Women Grievance cell Redressal cell aims at social protection, ensuring tolerance and harmony, reducing vulnerability, empowering women and girls, cultural, regional inclusion. Industrial visits expose students to the practical challenges and also make the students from different backgrounds adapt to one another to create a tolerance and harmony in the organization. During national festivals and other events of the college, eminent personalities are invited to emphasize the importance of tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. NSS and NCC activities of our institution mitigate the socio-economic diversities and progress them towards leading to a tolerant and harmonious living. Students are involved and encouraged to participate in various co-curricular and extracurricular activities to make them mingle with one another.

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

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

The institute sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties and responsibilities of citizens which enables them to conduct as a responsible citizen. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. Ethical Values, rights, duties, and responsibilities of citizens are some of the topics that are enlisted in debates and essay competitions. NSS and NCC activities of the institute has the affinity for philanthropic initiatives. The institute conducts awareness programs and rallies on ban on plastics, cleanliness, Satyagraha etc.

involving students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.skpcollegedewas.org/pdf/naac/2022/7.1.9%20Constitution%20day.pdf
Any other relevant information	https://www.skpcollegedewas.org/pdf/naac/2022/CONSTITUTIONAL%20DAY%20AND%20HUMAN%20RIGHT%20DAY.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 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 programs 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

The institute aims to inculcate values and nationalism in the students by celebrating the national festivals and birth anniversaries of great Indian personalities in the college campus every year. The celebrations include flag-hoisting, exhibitions, Poster presentations, Essay writing and Elocution.

Repubkliuc day, Independence day, Gandshui Jayanti, Teachers day, Youth day, Netajhi Subhas Chandra birth anniversary, Internatioinal Women day, National voter day, International Yoga day, Hindi day, Constitution day, World Environment Day.and M.P.formation day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1- NCC--NSS under the leadership of Shri Rakesh Kotiya has suuccessfully been contributing in extension servives to promote social harmony and community development.It has been contributing in Cleanliness drive, Nukkad drama, selection of 8 students in Yuva Mahapanchayat, Tiranga Abhiyaan, NSS CAMP, Blood donation, Plantation, Poster competition, Slogan competition, Quiz competition, drawing competition, Postercompetition on National Voter Day, Vishwa Alekh certificate to NSS K.P.College Dewas and 1st prize in Nukkad drama.

2- Best Practice -ONLINE LECTURES BY DR SEEMA SONI, PROFESSOR OFPOLITICAL SCIENCE ON VARIOUS PLATFORMS--Dr.Seema Soni by using her soothing voice,intellect, insight, wisdom has won hearts of many students and viewers in society on various range of topics such as Gandhi and Mira Behn, Gandhi and Tolstoy, Gandhi andSonja Schlesin, Gandhi and Nilla Cram Cook, Gandhi and Millie Polak, Gandhi and Tagore, How John Ruskin's Unto This Last influenced Gandhi, Gandhi and his Mother, Gandhi and Kasturba Gandhi and Karl Marx[2 parts], Relevance of Hind Swaraj in present day context, Rammanohar Lohia his thoughts by Drawing competition . Seema Soni.All these lectures are available on YOU TUBE.She has over the years has deely studied Gandhi and his contribution in various fields. She is a prolific speaker on Gandhi, Lohia and Modern Leaders.

File Description	Documents
Best practices in the Institutional website	https://www.skpcollegedewas.org/pdf/naac/2022/BEST%20PRACTICE%20BY%20NCC&NSS.pdf
Any other relevant information	@rakeshkotiya6909

7.3 - Institutional Distinctiveness

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

.The NCC of this college every year gets 1st prize on 15 th August and 26 TH January celebrations at district level.Arvind Ambodiya of this college has represented college in 26th January Paradat New Delhi.in January 2022 This student of our college was honoured by Chief Minister of M.P. and Army General .NCC Officer Dr.Sanjay Gadge has lparticipated bin many natrional camps. Arvind Ambodiya has been honoured by Governor of the state as well. Every year the contingent of NCC takes part in Independence day celebration and Republic day celebration in District Headquarter.NCC unit of the institute plays a vital role in maintaining discipline, cultural advancement and communal harmony in institute and society.<https://youtube.com/@zainabshahnaz7952>

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The Plan of action for the next academic year.

1--MOUs with Industry and auditors.

2--ISO certification.

3--Green audit, E Waste management, Energy audit

4--Construction of Building.

5--Software to be installed in library, languageand management lab.

6--AAA 23

7--Purchase of computers.

8--Upgrading the college website.