



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

AMBAH POST GRADUATE COLLEGE

**MORENA TIRAHA INFRONT OF TEHSIL, MAIN MARKET AMBAH (MORENA)
476111**

www.ambahpgcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

It was a remarkable day in the history of the town Ambah when the foundation stone of the college was laid down by the eminent citizen of the town and the president of congress, Late Mrs. Indira Gandhi on March 09, the auspicious day of Basant Panchami of 1959. In 1988-89, the college was considered as an ideal college for its excellence by the department of higher Education, M.P. In the same session UGC, granted COHSSIP to the college. During the same decade, the UGC, viewing its contribution to higher and national building, granted autonomy to it. With the advent of autonomy, there came a lot of changes in its academic functioning. It was again a matter of credit for the institute that it was awarded with B grade on 2009 and after that again in second time on 2014 by NAAC. The college is recognized under 2(f) and 12 (b) under UGC act 1956 and affiliated to Jiwaji University, Gwalior.

The academic calendar designed by higher education is strictly followed. Admission are done online by the state entirely, the department of higher education .

At present the total strength of the college is 1132 which contain 658 girls and 474 boys. The % of the girls is 58.12 which reflects how secure they feel here and how they are caused for. The no of SC/ST and OBC students are 152 and 170 respectively reflecting how their interests are taken cause of.

The institute has the facility of teaching in arts, commerce and science faculty with post- graduation in Hindi, Economics, Geography, Chemistry, Zoology and Mathematics along with research centers in Hindi, Economics, Geography and chemistry programmed by the Jiwaji University, Gwalior.

The college has 05 (government aided) and 15 (Institutionally aided) permanent faculty members and 15 management appointed faculty on roll to support them. Permanent members have been selected as per the provisions of M.P. Uchha Siksha Anudan Ayog and UGC. Institutionally aided teachers appointed ordinance 28(17). Our college is the only aided autonomous college situated in the Chambal division.

The existing building of the institution is located along main road in front of town tehsil spreading over the area of 1.500 hectare.

Vision

Education plays a vital role in all walks of human life. No society or nation can develop without education. In fact, education aims at physical, intellectual, social, moral and spiritual development of an individual. Without education fulfils all the aims, it limits only to literacy, not education. Our institution has its own vision and mission like others institutions. The vision of the college, at the time of its establishment, was to, make higher education easily accessible to those who reside in the surrounding area and villages and to those who do not have enough means to leave for the big towns or cities to get 'higher education.' Now the aim of the institute is to import value based and quality oriented education to the youth of the region and to cultivate and sensitize them in such a way that they become, competent enough to face future challenge bravely, to be fruitful to society and nation as a whole and to live a life self respected after they leave the institute. Thus the main visions of the institution are –

1. To develop the institute in to a modern and program teaching-learning centre to meet the challenges of the new age.
2. To educate the youth of the region and bring them in to the main stream and make them responsible citizen of the country.
3. To strives for quality in academics, character formation and developing a scientific temper there by, opening new anvil for enriching life.

Mission

The college also has a vision statement on preparing citizens capable to face new and emerging challenges in a dignified and qualified manner. To meet out this need, it is essential to train them with basic skills which benefit them to adapt in changing global scenario. The mission statement contains the following goals –

1. To encourage interdisciplinary approach.
2. To explore the potential of the youth through work culture
3. To associate their learning with the development of marketable skills.
4. To encourage the students for entrepreneurship and teach them allied skills.
5. To make student familiar with the present working environment.
6. To impart education to elevate the status of women without any space for gender discrimination.

In all we, the members of Ambah P.G. College, aim to create and facilitate environment for knowledge, research, skills, self-reliance and human infuriates that module the youth to build up a better world.

Strength, weakness, opportunity and challenges (SWOC)

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

S- STRENGTH

1. The college has its own building and the total area is 1.500 hectares.
2. Our college is the only aided co-education autonomous college situated in the Chambal division where students from urban and rural background higher education.
3. Our college was the first college in Chambal region who adopted the dress code for student. We adopted this by the order passed by state Government to feel the students united and also to maintain the discipline between them. Smart identity cards have also issued to the students by college.

4. Our college offers post graduate courses in Hindi, Economics, Geography, Chemistry, Mathematics and Zoology.
5. Our college has NCC, NSS, and Red cross unit.
6. A complete office staff which maintains proper records, accounting system as per the accounting regulation.
7. The college has established a network resource centre having a server of its own.
8. Well secured permission equipped with CCTV unsure safety and security to girl's students.
9. Availability of sports facilities with play ground and have a separate ground to organize NCC and NSS activation.
10. Our college is a recognized research centre in various subjects.
11. Cordial teacher taught relationship is encouraged by the college so that students feel familiar with the environment of college.
12. Contribution of Committees like Discipline, Anti-ragging Cell, Women Empowerment Cell, Grievance Redressal Cell etc. provide secure environment to the students

Institutional Weakness

W – WEAKNESS

1. We don't have the sufficient staff due to government policy.
2. We have no role in recruitment process and change of personnels in case dissatisfaction.
3. Due to restricted financial resource we are unable to expand in innovative scheme areas.
4. Below average intake of admission seekers.
5. Absence of industries in the region, which makes is difficult to establish rapport with the industrial sector, which is the need of time.

Institutional Opportunity

THE OPPORTUNITIES

1. To provides an environment to the student for preparation in complete exam by providing guidance, counselling and reading material.
2. To design curriculum in according with the market needs.

3. To enhance research to make it more relevant to the existing demands.
4. To create counselling to students conduct job- oriented training program and invites expert to guide them.
5. To institute new subjects relevant in getting jobs.
6. Being a NAAC accredited institution, it has ample opportunities to expand linkages with industries and academic flexibility.

Institutional Challenge

THE CHALLENGES

1. Discouraging policy of the state government not to support Grant-in-Aid College in the matter of academic enhancement and salary.
2. Due to lake of finance, the college finds it difficult to link with external academic world.
3. More funds are required to provide competent and qualification faculty with expertise.
4. As the student of our institute are mostly rural and semi- urban background, the challenge of the institution is to groom them to meet up trends and challenge of the global market in the present scenario.

To give a hope to our student that their future is bright is the biggest challenge in the exiting circumstances.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criterion I - Curricular Aspects

The College was established in 1959 with the blessing of Late Mrs.Indira Gandhi on the auspicious day of Basant Panchami 09 March. As an autonomous college, we earnestly desire to have out own curriculum which we can desire and develop keeping focus on ongoing global trends and requirement, however, within our own limits, we follow the guidelines of the department of Higher Education M.P. and Jiwaji University, Gwalior. Up to the postgraduate level, the college not at its liberty to design and develop its own curriculum. The college organizes industrial tours in the subjects fit for, conducts survey and organizer fieldwork in coordination with various agencies and camps as per the themes. Through the design of curriculum the faculty of the college prepare/guider the students with various spills which are required to make them eligible for various competition. This employability is ensured through various active like scientific, cultural, literacy etc.

The College has 03 UG Programs to offer such as B.Sc., B.A., B.Com. The Institution also offers 06 PG

Programs such as M.Sc. (Mathematics, Zoology Chemistry), M.A. (Hindi, Economics, Geography) & PGDCA. Apart from these regular courses our college also running the certificate courses such as Industrial Chemistry, Dairy Chemistry, Research Methodology, Vermitechnology, Understanding Einstein, Income-Tax Return and Anuvad Vighyan.

The institution also conducts co-curricular activities like seminar, job oriented programmes, guest lecture, training and industrial visit to help and develop the unrevealed potential and skills of the students. Students also participate in university and state level programmes by youth festival, sports, NCC and NSS camps. The college has career counselling cell, guidance and information cell, which aim of the development of the character, moral value and career guidance for the students. The members of the institution also act in different capacities as chairperson, member of BOS, faculty and alumni association etc.

The Institute has a Feedback mechanism where Feedback is always sought and appropriate actions are taken to Strengthen the Institution. The Institution motivates its student to excel both in Academic and Extra- Curricular activities.

Teaching-learning and Evaluation

Criterion II- Teaching , Learning and Evaluation

The entire admission process at the entry level is done by the M.P. higher education, through online portal resulting in a transparent and fair method of admission. Various measures are used to increase/improve access to students belonging to SC/ST, OBC, women and different categories with disabilities. It has been a tradition in this college that every faculty members guides and assists such students to attain their academic standard. The college organizes one day fresher meet programmes to orient them and to tell them how they have to keep up themselves in the surroundings of the college. The principal delivers key address, the purpose of which is to make them familiar with the college environment, and to tell them code of conduct which they have to follow. To boost up the morals of students, competition are specially organized for them and the in introvert are given to make them self reliant, entrepreneurship development training program are organized. All the circulars of the state /central govt. Containing information and scheme for their welfare are made available to them.

The teachers prepare teaching plan and also maintain a teaching diary on day to day basis. The scheme of learning evaluation is prepared keeping in view the continuous evaluation programme throughout the session in the town of internal assessment, home assessment, practical and in the form of a recordable test. Learning is made more students centric by telling them the importance of self-involvement. They are to prepare their own writing tips by consulting different source of learning like libraries and internet. They are encouraged to participate in the academic activation of their departmental association where they get the opportunity to explore themselves. As a major return question bank is circulated to all the students belonging to science faculty.

Research, Innovations and Extension

Criterion III- RESEARCH INNOVATIONS AND EXTENSION

The college has a research committee to facilitate and monitor research work. It keeps itself constantly in touch with the researchers of the college, the supervisors providing research guidance and responsibility. The college

has organized a number of activation to ensure social justice and empower the under privileged and most vulnerable sections of society. These programmers have been organized through various academic department, extension forums like NCC, NSS, sports and red cross.

Our institution has recognized research center of Jiwaji University, Gwalior in the Chemistry, Geography, and Economics. More than 20 students are awarded Ph.D. since 2018. Research papers are published by Faculty and research scholars across varied National and International peer reviewed Journals, Journals listed in UGC-CARE list etc. Over 50 research papers in reputed national and international journals are published since 2018. The Geography department of the college is running a journal "CHARMAVATI" regularly since 2001. The college has organized a no. of guest lectures for skill development, subject related lectures, National workshop, State level Conference, National level webinars and other training programmes.

In order to provide assistance and support to the students linkages (MOU/ Agreements) with various organizations have been established. Field visits and industrial trips are organized to bridge the gap between theoretical and practical application of knowledge.

Infrastructure and Learning Resources

Criterion IV- INFRASTRUCTURE AND LEARNING RESOURCES

The college has a fairly spacious campus spread over an area of about 1.500 hecares and a building committee, which works in consultation with the management and the principal to ensure availability of adequate and physical infrastructure and its optimal use. Infrastructure plays a vital role on the psychology of student, which helps in promotion of a good teaching – learning environment. Many rooms and department have been renovated to make them fit in the modern outlooks and also constructed a new girl's common room with the facilities of attached washroom, LCD TV displays with comfortable sitting arrangement. A sport committee is formed to monitor the overall sports activities and the research section of the university. It helps the student to acquaint with the latest development in the field of research. The college organized two days National workshop on "Research- Methodology" on 09-10 September 2018 and Geography department proposed national seminar on 14-15 March 2019 but due to COVID it is postponed and finally cancelled. The institution organized two days national webinar on 09-10 July 2020 with the collaboration of Department of education, Saurasthra University, Rajkot – Gujrat. Faculty members are actively engaged in publishing research paper in national /International journal. During its regular teaching schedule, evening programmer or activation are held through different extension former of the college with a view to generate in the youth a feeling of social belonging in the college. We have an adequate sports infrastructure, play ground indoor and outdoor, volley-ball court and basket ball court. Our students have shown excellence in their participation in college and university level/ state level sports and tournaments. The central library has an advisory committee for monitory the best practice. There are 43167 books including all the subjects in the library. It is equipped with INFLIB NET facility with the installation of SOUL 2 software. The college has been engaged in enhancing it infrastructure in the computer continuously. All the PG department have been provided with the facility of smart /interactive board and the projectors along with the internet connection. The college has developed its own website containing all the necessary information about the college for the use of student, teachers and other stake holders. The placement centre and guidance cell together hold consultation session to let the student know how they can become more available.

Student Support and Progression

Criterion V- STUDENT SUPPORT AND PROGRESSION

The college provided quality educational that imports knowledge, skills and values for shaping them for responsible citizens. The college has two cells in existence for the purpose of personal enhancement and development of student which are career guidance cell and placement cell. These cells provide necessary guidance and counselling to the student and also try to form its links with corporate sectors, Department of chemistry is regular arranging the campus interview for their P.G. students under IQAC. Student appearing for the qualifying examination from our college pass out in more than 80% scholarship are given to student belonging to SC/ST and OBC student. Besides this, other various scholarship/grant, in the term of "Gaon ki Beti Yojna," MMVY, MMJKY, NSP, Minority, Divyangjan and Inspired award scholarship etc is provided to the student. To motivate students for participation in extra – curricular activities such as sports, cultural events etc various measure are taken the administration with IQAC through allied committees. Financial support in regard to fee concession and waiver of compulsory academic attendance is provided to skilled Sportsman and other participants to show their excellence in such activities at the university. Faculty members provide counselling to student for preparation of competitive exam like UGC, NET, SLET etc. and three student qualified in NET this year. The progression rate of the student from their graduation to employment is limited but a large quantity of students go for professional course as MBA, PGDCA, P.G. to other university. For enhancing student participation in sports and extracurricular activities, the college adopts the policy to provide various incentive to the student who are proficient in sports and extracurricular activities student are encouraged to participate in publication activation of various level as NCC, and NSS campus and those who are extraordinarily creative involved in writing for college magazine "AMBRISH".

The college recognized the fact that a teacher can be a great psychiatrist in the context of student. Realizing this the college directs its teachers to provide mentoring to the needy students as it help them to accommodated with the student hailing from affluent society.

Governance, Leadership and Management

Criterion VI- Governance Leadership And Management

The principal provides leadership and management for the institution to insure high-class teaching, effective use of resources and improve standard of learning and achievement for all the pupils. The leadership plays a key role in supporting, guiding and motivating teachers and other staff to plan future priorities and targets for the college. Just to seek assistance, he forms a number of committees and statutory internal bodies like academic council, board of studies and finance committee, From these, principal acts like a connecting bridge, between student, teachers, governing body, parents and guardians, the community, the funding agencies (like UGC and government/MP/MLA/Alumnus etc), the general staff and the other stakeholders with the college.

The college has drawn out a perspective plan for institutional development. The plan is the result of the joint venture of the parental body "Shiksha Samiti Pargana Ambah." chairman of the Governing Body, and the principal of the college.

The accounts are maintained as per the government rules and are subject to regular audits done by the chartered accountant and local audit department. The academic audit of the departments is done by the principal of the college.

The Internal Quality Assurance Cell (IQAC) looks into every aspect of the functioning of the institution and it

strives to implement Quality initiatives. The IQAC meets on a regular basis to chart out plan of action for academic year. With a view to sustain quality, The IQAC arranges programs for the faculties to improve their leadership quality. The college management understands the importance of non-teaching and supportive staff who are the spike in the wheel and for whom training programmes and motivational sessions are organized on a regular basis.

We are aware of the emerging trends, development and challenges in the area of higher education. The college also propose to introduce certificate course in different streams and now a no. of courses are running successfully.

At the end of academic sessions, every teacher has to fill in the self-appraisal form which is assessed by the principal Management and Additional Director(H.E.) in accordance with the performance of teacher throughout the year. This helps the teacher to appraise his self and identity for academic, curricular and extra-curricular development. The college as a family unit stands committed and dedicated to its sincere efforts to achieve the best possible standards

Institutional Values and Best Practices

Criterion VII –Institutional Values And Best Practices

The institution's main goal is to deliver a value-based education that focuses on holistic development of its students. Our college emphasis on ““A true search for knowledge in the service and growth of the world; supporting the dignity, uniqueness and ability of each individual; and the enhancement of human harmony, according to the proclamation between humankind and the natural environment.”

Ambah Post Graduate (Autonomous) College organizes Gender Sensitization programmes, workshops and orientation to promote gender awareness and sensitivity. Our institution strictly observes “Go Green Drive” and is continuously engaged for making campus eco-friendly. We have lush Botanical Garden and going to tagging on plants too. The college also emphasis a use of LED bulbs for fulfilling energy conservation measures. Use of plastic is strictly banned. College has vast landscaping with trees and plants that provide scenic beauty to the ambience and also neutralize carbon in and around the college. Many agencies are appreciated for our work to maintain green campus building and pollution free environment.

Several activities are being conducted related to inculcation of values and ethics and sensitization to the constitutional obligations as Swachhata Rally, Blood Donation Camp, Cleanliness Drive, Tree plantation activity, Vijay Diwas Celebration, Yuva Diwas, Hindi Diwas and International Yoga Day etc.

College conduct Women Empowerment Programme fostering social awareness every year. Our students have shown commendable track record in sports, NSS and NCC.

Various committees have been constituted to address different issues in the institution related to security, anti ragging, harassment in order to have better governance and quicker redressal.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	AMBAH POST GRADUATE COLLEGE
Address	MORENA TIRAHA INFRONT OF TEHSIL, MAIN MARKET AMBAH (MORENA)
City	Ambah
State	Madhya Pradesh
Pin	476111
Website	www.ambahpgcollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Vishwas Medhekar	07538-299004	9754540782	-	principalpgcollegeambah@gmail.com
IQAC / CIQA coordinator	Vivek Kumar Jain	07538-256500	9425456735	-	dr.vivekalka@gmail.com

Status of the Institution	
Institution Status	Private and Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	09-07-1959

Date of grant of 'Autonomy' to the College by UGC	16-06-1988			
University to which the college is affiliated				
State	University name	Document		
Madhya Pradesh	Jiwaji University	View Document		
Madhya Pradesh	Vikram University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	15-03-2008	View Document		
12B of UGC	15-03-2008	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	MORENA TIRAHA INFRONT OF TEHSIL, MAIN MARKET AMBAH (MORENA)	Semi-urban	3.766	107639

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA, Fc English Hindi Sanskrit Economics Sociology History Political Science Geography	36	HIGHER SECONDARY	English, Hindi	1800	441
UG	BCom, Commerce	36	HIGHER SECONDARY	English, Hindi	540	52
UG	BSc, Fc Chemistry Zoology Botany Math Physics	36	HIGHER SECONDARY	English, Hindi	1015	342
UG	BSc, Microbiology CompSci	36	HIGHER SECONDARY	English, Hindi	165	89
PG	MSc, Math	24	GRADUATION	English, Hindi	60	27
PG	MSc, Chemistry	24	GRADUATION	English, Hindi	60	40
PG	MA, Geography	24	GRADUATION	English, Hindi	120	19
PG	MA, Economics	24	GRADUATION	English, Hindi	120	9
PG	MA, Hindi	24	GRADUATION	Hindi	120	49
PG	MSc, Zoology	24	GRADUATION	English, Hindi	60	44

PG Diploma recognised by statutory authority including university	PG Diploma, Pgdca	12	GRADUTION	English,Hindi	120	20
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Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	5				0				24			
Recruited	1	0	0	1	0	0	0	0	4	0	0	4
Yet to Recruit	4				0				20			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				34			
Recruited	0	0	0	0	0	0	0	0	23	9	0	32
Yet to Recruit	0				0				2			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				28
Recruited	7	0	0	7
Yet to Recruit				21
Sanctioned by the Management/Society or Other Authorized Bodies				26
Recruited	21	5	0	26
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				29
Recruited	5	0	0	5
Yet to Recruit				24
Sanctioned by the Management/Society or Other Authorized Bodies				34
Recruited	23	9	0	32
Yet to Recruit				2

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	12	2	0	15
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	3	0	0	3
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	2	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	5	0	14
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1		0		1

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	404	1	0	0	405
	Female	518	0	0	0	518
	Others	0	0	0	0	0
PG	Male	57	0	0	0	57
	Female	131	0	0	0	131
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	11	9	0	0	20
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	95	90	106	93
	Female	91	87	88	90
	Others	0	0	0	0
ST	Male	2	0	0	2
	Female	3	3	2	5
	Others	0	0	0	0
OBC	Male	117	99	106	96
	Female	113	122	123	130
	Others	0	0	0	0
General	Male	318	340	365	369
	Female	522	563	590	569
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1261	1304	1380	1354

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Chemistry	View Document
Commerce	View Document
Economics	View Document
Fc Chemistry Zoology Botany Math Physics	View Document
Fc English Hindi Sanskrit Economics Sociology History Political Science Geography	View Document
Geography	View Document
Hindi	View Document
Math	View Document
Microbiology Compsci	View Document
Pgdca	View Document
Zoology	View Document

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Ambah post Graduate College was established in March 9, the auspicious day of Basant Panchami of the 1959 with the vision "to make higher education easily accessible to those who reside in the surrounding area and village and to those who do not have enough means to leave for the towns or cities to get 'higher education" Keeping this in mind it is a multi disciplinary institute offering education in all streams like Arts, Commerce, science, and Computer Science. Besides choosing the usual combinations of a particular UG program, there is a compulsory subject of Foundation Course with Hindi & English as one of its paper in each stream. The students have to compulsorily study the subject with the minimum of passing marks prescribed for each paper. Moreover from 2021-2022 session, the students of main programme can opt any subject as one of their compulsory subjects. Following is the list of programs offered by the college: A. B.A. 1. Group of any 3 elective subjects mentioned below : • Hindi Literature/English Literature • Political Science • Economics • Sociology • Foundation Course- compulsory subject B. B.Sc. 1. Various combinations available: • Chemistry, Botany, Zoology •</p>
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	<p>Chemistry, Botany, Microbiology • Physics, Chemistry Zoology • Physics, Electronics, Mathematics • Physics, Computer Science, Mathematics • 2. Foundation Course- compulsory subject C. B.Com. 1. Combinations available • Accounting, Business Management, Applied Economics • Accounting, Business Management, Computer Applications 2. Foundation Course- compulsory subject D.PG courses • M.A. Hindi • Economics, Geography. • M.Sc. Chemistry, Mathematics, Zoology • PGDCA G. Ph.D. • Chemistry • Economics and Geography. The institution has started CBCS system from 2021- 22 session and under NEP, students are encouraged to do field work in Community Engagement. Environmental Education is being taught as one paper in Foundation Course. The research scholars are already pursuing research in multidisciplinary approach. Students pursuing research in one subject uses inputs from other subject to make it more fruitful. As regards good practice, students of BA programme have been given a choice of Computer Application /Mathematics as one of the subjects. Students of Commerce can choose Economics /Computer Application as one of their subjects and students of Science can choose Economics as one of the subject.</p>
2. Academic bank of credits (ABC):	<p>As the college adopted NEP from 2021-22 session for the first-year classes of each faculty as per guidelines of Higher Education Department, MP Government and accordingly adopted CBCS system and after registration under the ABC we are uploading the documents. Similarly, the institution has started signing MOU for collaboration with joint project works and study programs etc. • Under Autonomous status the faculties are encouraged to focus on job-oriented curricula which to some extent has been adopted from the current academic year 2022-23. • Regarding good practice of this institution, the institution has already adopted CBCS system from the session so that now go for ABC.</p>
3. Skill development:	<p>Though in previous years also, the college has focused on skill-based programs and certificate program like Analytical Chemistry but from the academic year 2022-23, students have to opt for vocational subjects compulsorily under NEP in all the faculties. For this, the institute has given choices like Vermi composting, Horticulture, personality</p>

	Development, Money and Banking, NCC/NSS, Organic Farming etc. to the students. Regarding value-based education, the institution puts its best efforts through many programs like Orientation Programmes, Webinars and Celebration of Independence Day, Republic Day etc. As the college has made Vocational Course a compulsory paper under NEP, the structure designed is: Theory – 1 Credits Practical – 3 Credits Total - 4 Credits Thus, more weightage has been given to practical aspects of the subject.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	As the institute is in Madhya Pradesh with Hindi language as spoken language, all the subjects are taught both in Hindi and English medium. For this, faculties are already prepared for bilingual mode in both offline and online classes. • To promote Indian Language, Ancient Traditional Knowledge, Indian Culture and traditions the colleges already adopted teaching regarding this pertaining to each subject from 1st year classes, i.e., 2021-22 under NEP scheme. • As regards good practice, as already mentioned, the curriculum in many subjects includes small portion related to Ancient History of that subject in the first unit so that the students become well-versed with the subject deeply.
5. Focus on Outcome based education (OBE):	As the overall aim of Institute is overall development of students, under NEP, the college has introduced curriculum enrichment in many subjects through various modes so that the students after leaving the institute are well prepared with theory as well as practical aspects of each subject. • As regards good practice, in many subjects besides teaching in traditional modes, enrichment has been started through videos, online sites available for the subject, lab visits, field work etc.
6. Distance education/online education:	The college is trying its best to impart vocational training to the students effectively by inviting the concerned faculties in the institute itself, by visiting the respecting centres and through online learning

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been	NOT SET UP
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set up in the College?	
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	NO APPOINTMENT
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	NO
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Even being situated in a remote area our college is delivering as per the expectations of the community and to contribute the advancing democratic values and participation in electroal processes as organized a Rally, Human chain and also organized a lecture for their students to know the value of their vote on Voter Awarness Day at 2019.One of our student Sonam Tomar ha been appointed as Brand Ambassdor by the DM,District Election-Morena for the awareness and contribution of voter in 2018 to 2020.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	It is common for students who are above 18 years of age to be not yet enrolled as voters in the electoral roll. This can be due to a variety of reasons, such as lack of awareness about the importance of voter registration of the process for doing so, difficulty in obtaining the necessary documents, or simply forgetting to register. Efforts by the election commission of India encourage voter registration drives at educational institutions, providing information about the voter registration process through various channel to create awareness about the importance the voting and the process the voter registration. To explore the potential of the youth through work culture,our college is always organizes the programmes fpr the awareness of society. It is important for the institute to promote the importance the voting and the role that students can play in shaping the future of their country through their

participation in elections.

Extended Profile

1 Students

1.1

Number of students on rolls year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1354	1380	1304	1261	1189
File Description		Document		
Institutional data in the prescribed format (data		View Document		

1.2

Number of final year outgoing students year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
429	461	394	316	248
File Description		Document		
Institutional data in the prescribed format (data		View Document		

2 Teachers

2.1

Number of full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
37	37	38	35	39
File Description		Document		
Institutional data in the prescribed format		View Document		
Certified list of full time teachers		View Document		

2.2

Total number of full time teachers worked/working in the institution (without repeat count) during last five years:

Response: 25

File Description	Document
Institutional data in the prescribed format	View Document

3 Institution

3.1

Total expenditure excluding salary year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
9.03208	4.66534	11.87020	5.44637	4.49204

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1

Curricula developed and implemented have relevance to the local, regional, national, and global developmental needs, which is reflected in the Programme outcomes (POs) and Course Outcomes(COs) of the Programmes offered by the institution

Response:

Ambah P.G. College is an Autonomous College affiliated to Jiwaji University, Gwalior and has been conferred with "B" grade in 2009 and re-accredited again with "B" grade in 2014 by NAAC. At present it runs (08) Eight programmes at UG and (06) six programmes at PG level besides PGDCA programme and a certificate course namely "Analytical Chemistry". Moreover, the college is a recognized centre for research in Geography, Economics, Hindi and Chemistry. The prime objectives of the college is to produce generations who besides attaining higher education goals turnout to be patriotic, eco-friendly with wholesome values and ethics. The institution strives to maintain healthy atmosphere relation to gender equality, environment and sustainability. Led by vision, mission and core values, the college endeavours aims to create an academic atmosphere with quest for excellence in all dimensions of teaching, learning and research.

The College has meticulously drawn the programme outcomes (POs) in general and programme specific outcomes (PSOs) in specific for each program offered.

To decide the various programme syllabi, meeting of Board of studies at department level and Academic Council at the institution level conducted every year properly. The college prepares an academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum in each academic year.

The main stages are follows-

-Regular Departmental meetings not only play an important role in planning the curriculum delivery but have also provide a platform to discuss the course contents, difficulties faced in delivering the content, finalizing the quality objectives and preparing of the assessment methods.

-The tentative workload for the academic year is planned by the departments which helps the administration to assess the need for staff.

- The timetable is finalized at the institutional and departmental level. The streamwise timetable committee designs the timetable for arts, commerce and science stream separately.

- The Head of the departments regularly organised departmental meetings and discuss with the Principal about the progress of the teaching - learning at the end of every month through teacher diary.

The implementation of the teaching plan is supervised periodically, and the heads of departments guide the faculties if there are difficulties and requirements in carrying out the teaching plan. This practice creates a pleasant atmosphere in the departments.

-Our college monitors the overall process through the collection of feedback from students and conducting regular Academic Audits by the internal arrangements.

-Important notices are delivered to students through notice board, website and whatsApp groups.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.1.2

The programmes offered by the institution focus on employability/ entrepreneurship/ skill development and their course syllabi are adequately revised to incorporate contemporary requirements

Response:

Through NEP-2020, the college has focused on skill-based programs and certificate programs like Analytical Chemistry but from the academic year 2022-23, students have to opt for vocational subjects compulsorily under NEP in all the faculties. For this, the institute has given choices like Vermi composting, Horticulture, personality Development, Money and Banking, NCC/NSS, Organic Farming etc. to the students. Regarding value-based education, the institution puts its best efforts through many programs like Orientation Programmes, Webinars and Celebration of Independence Day, Republic Day etc. The college has introduced curriculum enrichment in many subjects through various modes so that the students after leaving the institute are well prepared with theory as well as practical aspects of each subject. As regards good practice, in many subjects besides teaching in traditional modes, enrichment has been started through videos, online sites available for the subject, lab visits, field work etc. To create awareness various current socio economic issues among the students the institution organises various important national and international days like international women day, constitution day, world yoga day, poverty eradication day etc.

1.2 Academic Flexibility

1.2.1

Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years

Response: 9.09

1.2.1.1 Number of new courses introduced during the last five years:

Response: 1

1.2.1.2 Consolidated number of courses offered by the institution across all Programmes (without repeat count) during the last five years :

Response: 11

File Description	Document
Subsequent Academic Council meeting extracts endorsing the decision of BOS	View Document
Minutes of Board of Studies meeting clearly specifying the syllabus approval of new courses	View Document
Institutional data in the prescribed format (data template)	View Document

1.3 Curriculum Enrichment**1.3.1**

Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability and other value framework enshrined in Sustainable Development Goals and National Education Policy – 2020 into the Curriculum

Response:

Our College is in tune with the expectations of the society and reflects the commitment of the institution towards the holistic development of every student. The curricula developed not only lays emphasis on knowledge acquisition and professional skill development to meet the imperatives of growth and to improve career prospects of the students but also on values that orient the students to become committed and competent future citizens. So, the college strives to create enlightened citizens who can cherish human values, promote gender equity and women empowerment, adhere to ethical practices, support and advocate environmental conservation and sustainable development. Women entrepreneurship, women in sports, games and feminist epistemology to create awareness on gender issues and gender inequality. Some courses especially deal with gender equality, social justice, women's rights and social, cultural and legal aspects of gender and the process of women empowerment. In addition, the role of science and technology in empowering women. A course on "Environmental Studies" and "Entrepreneurship Development" are offered to all Ist year & II year U.G. students to develop the sense of awareness on environment conservation and issues related to environment. The science programmes offers a no. of courses to create general awareness and to make the students gestate the importance of environmental concerns. Our college strongly believes in ingraining human values among students. Many courses that deal with ethics, human values, human rights and gender discrimination to tone the students with strong moral compass and to instill the value of democratic decentralization, to promote the values of social and economic equality, to help the students develop attitudes, behaviour and personality in accordance with the expected social norms and values, to nurture human values of courage, integrity, charity, compassion

for others and group cohesion, to make students understand the ideals of freedom, equal rights, liberty, social justice and human dignity are offered. Students are much aware by the certificate courses which are carried by departments in multidisciplinary fields.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Number of certificate/value added courses/Diploma Programmes offered by the institutions and online courses of MOOCs, SWAYAM/e-PG Pathshala/ NPTEL and other recognized platforms (without repeat count) where the students of the institution have enrolled and successfully completed during the last five years.

Response: 3

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format (data template)	View Document
Evidence of course completion, like course completion certificate etc	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.3.3

Percentage of programmes that have components of field projects / research projects / internships during the last five years.

Response: 66.67

1.3.3.1 Total Number of programmes that have components of field projects / research projects / internships (without repeat count) during the last five years

Response: 2

1.3.3.2 Total Number of programmes offered (without repeat count) during the last five years

Response: 3

File Description	Document
Sample Internship completion letter provided by host institutions	View Document
Sample Evaluated project report/field work report submitted by the students	View Document
Institutional data in the prescribed format (data template)	View Document

1.4 Feedback System**1.4.1**

Structured feedback for curriculum and its transaction is regularly obtained from stakeholders like Students, Teachers, Employers, Alumni, Academic peers etc., and Feedback processes of the institution may be classified as follows:

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 34.48

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
518	509	551	505	555

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1530	1530	1530	1530	1530

File Description

Document

Institutional data in the prescribed format (data template)

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document relating to sanction of intake as approved by competent authority

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 21.88

2.1.2.1 Number of actual students admitted from the reserved categories in the first year of the programme year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
159	152	170	167	189

2.1.2.2 Number of seats earmarked for reserved category as per GoI/State Govt. rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
765	765	765	765	765

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of the letter issued by the State govt. or Central Government Indicating the reserved categories(SC, ST, OBC, Divyangjan, etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students and organises special Programmes to cater to differential learning needs of the student

Response:

There is a challenge to faced out the students where student with varied degrees of learning capabilities and background coverage in the college. The institution assesses the learning levels of the students, after admission and organises special programme for advanced learners and slow learners. The Institution takes various measures like remedial classes, group discussion, quiz, poster presentation, wall paper and departmental seminars to enhance the overall academic performance of the students. This shows keen interest in incorporating various measures to promote active classroom participation. The necessary action taken by the institution on a regular and continuous basis-

1. Identification and classification of students into advance (aggregate 75% and above medhavi),

less advance and slow learners based on their performance by analysing the entry level marks. This is done by the following ways__

- Analyzing the entry level marks (std XII Board examination) of student
- Observation and assessing the participation of student in regular classes, assignments and presentation.
- Evaluating the performance of students in Internal Tests (CCE) – Continuous Comprehensive Examination
- Evaluation and examination organizing various activities and exercises to raise the attainment level of student.

Following measures are implemented to enhance the intellect of the students-

- Orientation program (PRAVESH-UTSAV) organized by the college at the beginning of every academic year, as an ice breaking activity, to develop a better learning environment.
- The college endorses mentoring system where faculties help student with their psychological and academic challenge.
- The institution organised continuous Internal Assessment, class test, seminar etc. to regularly assess the students throughout the year.
- The college ensures Interactive teaching-learning Process through group discussion, audio-visual aids, e-content etc.

Measure enforce for Advance Learners-

- The institution force guidance to student for various competitive examinations higher studies
- Student are encouraged to interact with each other which helps to develop their personality for their success and presentation on national and international level.

Measure enforce for Slow Learners-

- Institution organises Parent-Teacher meeting to communicate performance and attendance of students to parents regularly.
- Students are encouraged and motivated by the faculty members to enhanced their skills and capability of learning
- Remedial classes are being arranged by faculty members.

File Description	Document
Upload Any additional information	View Document

2.2.2**Student - Full time teacher ratio (Data for the latest completed academic year)****Response:** 36.59

File Description	Document
List showing the number of students in each of the programs for the latest completed academic year across all semesters	View Document
Certified list of full time teachers along with the departmental affiliation in the latest completed academic year.	View Document

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 experience and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Student centric activities of the college to foster, encourage and enthuse students to become motivated, confident, proactive, participative. With these activities they gain hands on experience and enhance their latent skills.

The institution along with traditional method uses various student centric educational techniques for effective teaching learning experience and learning outcomes for student. Students centric methods are used in the periods while teaching in the classroom. Well secured premises equipped with CCTV ensure safety and security to girl's students and helps to maintain discipline.

Project or Internship are made mandatory in all PG Courses in which the students have to identify an industrial or academic institute in their discipline and are supposed to experience and undergo the professional training and learn the technique, practices and professional ethics in their domain. Participatory learning among students in also facilities through CCE components including group discussion, PPT, Quiz, Seminar and group project.

College has appointed the teachers as mentors on SWYAM portal in different subjects from where students can solved the subject related problems and take the latest courses in subject from the corresponding teacher. One student of the college is successfully completed the course from IIT-Kanpur last year and many are going to complete now.

Our college have a significant concern for providing infrastructure and learning resources to enhance

learning experience. Keeping in mind the importance of ICT e-learning environment in related in the classroom the faculty members are using IT enabled learning tools like Google meet, Zoom etc. that help teachers manage course work like assignment, PPT, Quiz, practical etc.

The college has 05 smart classroom established in various class rooms specialy in PG department which facilitate interactive instructional tools, generate more interest and motivation among student. One classroom has been also established as conference hall with advance facility enhancement for increased effectiveness of the conference\seminar being conducted by the recommandation of IQAC.

All the faculties use Google meet, Zoom like interactive and collaborative methods for teaching with the continuation of offline classess. All PG students also used ICT tools like ' power point presentation' durinfg their internal assessment and project report / interenship/field work presentation etc. Learning resources are relevant tools in education which including videoes, smart boards, overhead projectors, power point, text smart device and software.

The purpose of these activities is to provide opportunities for students to explore ideas and knowledge, solve problems and develop knowledge and skills.

There is a big role of ICT in Higher Education as --

- 1.Managment of students becomes easy
- 2 .Paperless teaching
3. Better Teaching & Learning methods
4. Enhanced the mode of communication

Effects of ICT technology on class room -

- 1.Change the roles of Students and Teachers
- 2 Motivation and self esteem
- 3.Technical skills enhancement
- 4.Increased use of outside resources
- 5.Improve attention to students

File Description	Document
Upload any additional information	View Document
Provide Link for Additional Information	View Document

2.3.2

The institution adopts effective Mentor-Mentee Schemes to address academics and student-psychological issues

Response:

The adoption of effective Mentor-Mentee schemes is a crucial aspect of any institution's commitment to addressing both academic and student-psychological issues. These schemes serve as a valuable support system that can greatly enhance the overall educational experience and contribute to the holistic development of students.

"The primary objective of an effective Mentor-Mentee scheme is to establish a structured relationship between a more experienced mentor and a less experienced mentee. This relationship goes beyond the typical teacher-student dynamic and aims to provide personalized guidance, support, and encouragement tailored to the specific needs of the mentee. By forging these connections, institutions create a sense of belonging and foster an environment where students feel valued, heard, and understood."

The benefits of Mentor-Mentee schemes extend beyond academic and psychological support. These schemes also promote the development of essential life-skills such as communication, leadership, and critical thinking etc. Through regular interactions with mentors, students have the opportunity to improve their communication skills, as they learn to express their thoughts and ideas effectively. Mentors can also encourage mentees to take on leadership roles in various activities or projects, providing them with valuable experiences that enhance their leadership abilities. Additionally, mentors can guide mentees in developing critical thinking skills by encouraging them to question assumptions, analyze information, and think independently. These skills are not only valuable in academic settings but also prepare students for future professional endeavors.

Implementing an effective Mentor-Mentee scheme requires careful planning and support from the institution. Clear guidelines and expectations must be established, outlining the roles and responsibilities of both mentors and mentees. Training programs can be conducted to equip mentors with the necessary skills to effectively support their mentees, including active listening, communication, and conflict resolution. Regular check-ins and evaluation mechanisms should be in place to assess the effectiveness of the scheme and identify areas for improvement.

Our College has also adopted the mentor mentee mechanism to ensure the academic success of the students. The aim to follow this scheme plays a vital role in achieving the goal by providing personalized guidance and support to students.

In conclusion, Mentor-Mentee schemes play a pivotal role in addressing academics and student-psychological issues in our college. By fostering supportive relationships between mentors and mentees, institutions create an environment that promotes academic success, personal growth, and well-being. These schemes empower students to overcome challenges, develop essential skills, and thrive in their educational journey. As our institutions continue to prioritize holistic student support, the implementation of effective Mentor-Mentee schemes stands as a testament to their commitment to nurturing well-rounded individuals capable of making a positive impact on society.

File Description	Document
Upload any additional information	View Document
List of Active mentors	View Document

2.3.3

Preparation and adherence of Academic Calendar and Teaching plans by the institution

Describe the Preparation and adherence to Academic Calendar and Teaching plans by the institution.

Response:

Our college has to following the academic calendar as directed by the department of Higher Education, M.P.Govt. In session 2020-21 & in the begining of session 2021-22 due to Covid-19 online classes were conducted as per direction of Higher Education Department, M.P. Govt. After Covid-19 and before Covid, at the beginning of the year, Mr. Principal appoint a committee to constitute the time table for running the classes smoothly and properly. The streamwise time table committee designs the time table for arts, commerce and science stream separatly. The college prepare the academic calendar which consists of curricular, co-curricular and extra curricular activities for effective implementation and delivery of curriculam in each academic year.

At the beginning of the year an academic calendar (Annual academic plan) is prepared by the principal office based on M.P. Higher Education calendar and departmental academic plan.

1. **Meeting with HOD,s and faculty** :- After preparation the academic calendar the principal organises a meeting with HOD,s and faculty members of the college to discuss the matter with respect to the smooth and effective implementation of academic calendar.

2. **Board of Studies:** - A meeting of BOS in each subject is conducted in the beginning of session. The syllabus of subjects are designed accordingly and implemented on the basis of academic calendar.

3. **Acadmic Council:-** After BOS meeting college organised Acadmic Council meeting to approve syllabus passed by BOS.

4. **Schedule of examinations:-** The proposed schedule of Internal examinations (test paper, assignments etc) suggested by examination committee given in academic calendar so that students can prepare for them well in advance

5. **Academic Time Line** :- A time line is suggested in the academic calendar to complete the syllabus and the schedule of the internal examinations is kept accordingly. In exceptional cases theexamination committee takes decision regarding the postponement or early conduct of examination. It happens rarely.

6. **Alignment of Co- Curricular and extra-curricular activities** – The college expands the knowledge horizon of the students through cultural activities , sports, NSS, NCC and academic events like seminars, workshops,interenship, project, field study, study tour, educational visits, field trips and industrial visit

etc.

These programs are included in the academic calendar in such a way that CCE / exam process is not disrupted.

Our teacher plans carefully to teach and guide students. This preparation helps teacher to teach effectively in the class room. Teaching planner is an important process which allows professor to create learning object, Organize and deliver course content and prepare learning activities and materials. Each development of the college has their own teaching plan based on curriculum. Monthly teaching plan are prepared on the basic of course/ paper number of unit and number of teacher. It is also important to make sure that all paper, practical work CCE, tour, excursion, other academic activities should also be include in the planner.

File Description	Document
Upload any additional information	View Document
Provide Link for Additional Information	View Document

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers appointed against the number of sanctioned posts year wise during the last five years

Response: 89

2.4.1.1 Number of sanctioned posts year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
42	42	42	42	42

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts).	View Document
Institutional data in the prescribed format (data template merged with 2.4.3 and 2.4.4)	View Document

2.4.2

Percentage of full time teachers with Ph.D./D.Sc. / D.Litt./ L.L.D during the last five years**Response:** 68**2.4.2.1 Number of full time teachers with *Ph.D./D.Sc. / D.Litt./ L.L.D* during the last five years**

Response: 17

File Description	Document
List of faculty having Ph.D./D.Sc. / D.Litt./ L.L.D along with particulars of the degree awarding university, subject and the year of award per academic year.	View Document
Institutional data in the prescribed format (data template merged with 3.2.3 and 3.4.2)	View Document
Copies of Ph.D./D.Sc. / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.4.3**Average teaching experience of full time teachers (Data to be provided only for the latest completed academic year, in number of years)****Response:** 12.32**2.4.3.1 Total teaching experience of full-time teachers as of latest completed academic year**

Response: 456

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.4)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.4**Percentage of full time teachers working in the institution throughout during the last five years****Response:** 64.1**2.4.4.1 Number of full time teachers worked in the institution throughout during the last five years:**

Response: 25

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.3)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Average number of days from the date of last semester-end/ year- end examination till the last date of declaration of results during the last five years

Response: 62.2

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
67	64	60	60	60

File Description	Document
Result Sheet with date of publication	View Document
Institutional data in the prescribed format (data template)	View Document
Exam timetable released by the Controller of Examination	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5.2

Percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 0

2.5.2.1 Number of complaints/grievances about evaluation year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

2.5.2.2 Number of students appeared in the examination conducted by the institution year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1285	1311	1251	1191	1106

File Description	Document
List of students who have applied for re-valuation/re-totaling program wise certified by the Controller of Examinations year-wise for the assessment period.	View Document

2.5.3

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

Describe the examination reforms with reference to the following within a minimum of 500 words

- Examination procedures
- Processes integrating IT
- Continuous internal assessment system

Response:

EXAMINATION PROCEDURE

Ambah Post Graduate Autonomous cell conducts final exam for UG and PG classes through offline mode since starting but in Covid Pandemic year exams are being conducted through online Open Book mode as per the guidelines issued by UGC/ MP Govt/ Jiwaji Universtiy - Gwalior and in session 2021-22 the College organised one day orientation, induction program for first year students in the beginning of the session for better understanding the autonomous procedure, rules and regulation, academic calender related to teaching, CCE, main examination and extracurricular activities.

The autonomous cell constituted an examination committee to conduct the exam, paper setting and A/B valuation and preparation of result as per the schedule. There is proper system for CCE, revaluation and result preparation.

Result are announced by Autonomous cell within time that will ensure the positivity to make the future career opportunity.

INTERNAL ASSESSMENT SYSTEM

Internal exam helps the students to improve the subject knowledge and clear the concepts of subject.

Students are given to reappear in the exam for one subject if he/she is not clear that exam.

In semester system of P.G. students to get ATKT chances as per the UGC/MP Govt/Jiwaji University Gwalior M.P. guidelines. If students are not satisfied with their valuation of A/B they can see their A/B as per the ordinance of Higher Education Department. As per rule they are given chance for re-totaling and revaluation of their A/B.

For any query or issue students can put their concern to the helpdesk of autonomous cell.

File Description	Document
Provide links as Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

The institution has stated learning outcomes (programme and course outcome)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents and the attainment of the same are evaluated by the institution

Response:

The programs of the college are clearly augmented with the –

Program outcomes – (PO) – which is developed based on the core and prime objectives of the college to mould the graduates.

Course outcomes (CO) – The objective of each course in all the under graduate /post graduate/research programs are dully drafted and presented in the detailed curricular structure

Program outcomes and suggestions for improvement and introduction to new program are thoroughly discussed.

The program objectives, program specific objectives and course objectives are made available to the entire faculty and the students . The course outcome at post graduate level inculcates deeper in sight in the particular subject and open them to specific scientific and research avenue.

The college followed the curriculum, for the UG classes prescribed by MP Higher Education and PG

classes designed by affiliated university but being an autonomous body curriculum may be changed up to 20%. The program outcome and course outcome are evaluated by the college and the same are communicated to the student in the formal way of the discussion in the classroom.

The college took care of the attainment to measure the PO, PSO, and CO, and implemented the mechanism as follows :-

The college followed the Academic calendar prepared by the IQAC as an autonomous body.

The entire subject teacher maintains an academic diary in every academic year.

Placement committees act for student's progression of higher studies and their placement.

Internal assessment, practical examination conducted by the department. While yearly / annual examination conducted by the examination cell according to the time table declared by the college.

All the subject teachers prepared evaluation reports of internal assessment.

The program outcomes of arts and Commerce are as follows

Specific measurable statement of what graduating / existing student should know, be able to do, believe or value after completing the program. Our students are allowed to choose any of the three subjects from the cluster of Political Science, Sociology, Economics, Geography, Hindi, Sanskrit and English literature. Some learning outcomes include cognitive skills: - student choosing combination of three subjects develop social, political, economic and literacy consciousness and will be better able to appreciate different civilizations, culture.

The Program Outcome of Science is as follows-

At the graduation in science subjects a student acquires the knowledge with facts and figures related to various subjects in pure sciences such as Physics, Chemistry, Botany, Mathematics, Zoology and Microbiology.

Students acquire the skill in handling scientific instruments, planning and performing in laboratory experiments.

Developed scientific outlook not only with respect to science subjects but also in all aspects related to life. Imbibed ethical, moral and social values in personal and social life leading to highly cultured and civilized personality.

The main focus of the college is on learning/ attainment outcome for the programs it offers. However, it is also its endeavour to maintain its high standard of examinations and allied processes. The final outcomes of the examination are conveyed to both the students as well as the staff. Outcome of the result is discussed in different statutory bodies.

File Description	Document
Upload POs and COs for all courses (exemplars from Glossary)	View Document

2.6.2

Pass percentage of students (excluding backlog students) (Data for the latest completed academic year)

Response: 74.36

2.6.2.1 Total number of final year students who passed the examination conducted by Institution during the latest completed academic year:

Response: 319

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Annual report of Controller of Examinations (COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey**2.7.1**

Online student satisfaction survey regarding teaching learning process

Response: 3.61

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1

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

Response:

A well defined policy for promotion of research is at department level through curriculum based research projects and internship projects. Each PG programme in final semester has a compulsory internship/project work to inculcate research activities among the students. The students of all the P.G. Departments are supported by the faculty to present their seminar topics using the ICT facilities which helps to promote the students in research activities. The institution encourages faculty members to publish their work in good quality journals and to present their research findings in national and international seminars and conferences. Academic leave/special casual leave is generally granted for attending seminar, workshop, symposium. Institute takes care to promote activity in institution provide all the necessary physical infrastructure and laboratory equipments.

The college has a research committee to facilitate & monitor research work and to advise young teachers in this respect. The functions of research committee are as follows:

Encourage the faculty to undertake research by collaborating with other research organizations/ industry.

Encourage faculty members and students to participate in seminars/ conferences and present their research.

Encourage Teachers/ Researcher's doing research and publish their research only in peer reviewed and UGC listed journals.

Create and maintain a database of research work and research projects undertaken by the faculty and students.

Geography Department, which is prestigious and oldest research centre of the Jiwaji University-Gwalior published a research journal "CHARMANVATI"(ISSN:2277-9892) yearly since 2001 for promoting research activities among the students and faculty.

File Description	Document
Upload any additional information	View Document
Provide links as Additional Information	View Document

3.1.2

The institution provides seed money to its teachers for research**Response:** 0**3.1.2.1 Amount of seed money provided by institution to its teachers for research year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description**Document**

Institutional data in the prescribed format (data template)

[View Document](#)**3.1.3****Percentage of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the last five years****Response:** 0**3.1.3.1 Number of teachers who received national/international fellowship /financial support by various agencies, for advanced studies / research; year-wise during the last five years****File Description****Document**

Institutional data in the prescribed format (data template)

[View Document](#)**3.2 Resource Mobilization for Research****3.2.1****Total Grants research funding received by the institution and its faculties through Government and non-government sources such as industry, corporate houses, international bodies for research project, endowment research chairs during the last five years (INR in Lakhs)****Response:** 0**File Description****Document**

Institutional data in the prescribed format (data template is merged with 3.2.2)

[View Document](#)

3.2.2

Number of research projects per teacher funded by government, non-government , industry, corporate houses, international bodies during the last five years

Response: 0

3.2.2.1 Number of research projects funded by government and non-government agencies during the last five years.

File Description	Document
Institutional data in the prescribed format (data template merged with 3.2.1)	View Document

3.2.3

Percentage of teachers recognised as research guides as in the latest completed academic year

Response: 16.22

3.2.3.1 Number of teachers recognised as research guides as in the latest completed academic year:

Response: 6

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.2 and 3.4.2)	View Document

3.3 Innovation Ecosystem**3.3.1**

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Innovation in education means " Solving real problems in a new, simple way to promote equitable learning". Innovation in education is expected to match the scale of the solution to the scale of the challenge. Innovation is thus a creative change that adds value, and provides a competitive advantage to the organization. The institution has made effort to create an innovative ecosystem to create and transfer knowledge:

-The institution has enough classes aimed at ICT based education. Computers and the Internet are available to students at the institution.

-Language lab also plays an important role in imparting knowledge.

-An ecosystem for research and innovation has been created by the institution as the college organised a guest lecture series in all the subjects yearly and the faculty members are also sharing the knowledge with other institutions and their students by delivering the guest lecture.

-The college has a research committee to facilitate & monitor research work and to advise young teachers in this respect. It keeps itself constantly in touch with the research at the college, the supervisions providing research guidance and the research section of the University. It helps the students to acquaint with the latest developments in the field of research. Teaching and non-teaching staff are encouraged to enhance their qualifications.

-Ambah college has recognized research centers of Jiwaji University, Gwalior in Chemistry, Geography and Economics. A good number of students have registered for Ph.D. programs in approved subjects, especially in Geography.

-The Institute has six teachers who have been recognized as research guides by Jiwaji University, Gwalior. To promote research activity, the college provides financial support to its faculty for participating in seminars, workshops and symposiums.

-The Institute has established various MOUs, connections and collaborations with industries and other institutions to share innovative ideas, resources, etc.

-Consistent efforts are being made to make future improvements in this direction so that there is a more creation and transfer of knowledge. The faculty members are encouraged to undergo professional development programmes and participate in conferences, seminars and workshops.

File Description	Document
Upload any additional information	View Document

3.4 Research Publications and Awards

3.4.1

The Institution ensures implementation of its stated Code of Ethics for research.

The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following:

- 1. Inclusion of research ethics in the research methodology course work**
- 2. Presence of institutional Ethics committee (Animal, Chemical, Bio-ethics etc.)**
- 3. Plagiarism check through software**
- 4. Research Advisory Committee**

Response: D. Any 1 of the above

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Constitution of research advisory committee and its proceedings as approved by the appropriate body.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4.2

Number of candidates registered for Ph.D per teacher during the last five years

Response: 3.83

3.4.2.1 Number of candidates registered for Ph.D during the last 5 years:

Response: 23

File Description	Document
Letter from the university indicating name of the Ph.D. student with title of the doctoral study and the name of the guide.	View Document
Institutional data in the prescribed format (data template merged with 2.4.2 and 3.2.3)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4.3

Number of research papers published per teacher in the Journals as notified on UGC CARE list during the last five years

Response: 1.96

3.4.3.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Response: 49

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to the uploaded papers, the first page/full paper (with author and affiliation details) on the institutional website	View Document

3.4.4

Number of books and chapters in edited volumes published per teacher during the last five years

Response: 0.24

3.4.4.1 Total Number of books and chapters in edited volumes published during the last five years

Response: 6

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4.5

Bibliometrics of the publications during the last five years based on average Citation index in Scopus/ Web of Science

Response: 1

3.4.6

Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-index of the Institution

Response: 1

3.5 Consultancy**3.5.1**

Revenue generated from consultancy and corporate training during the last five years**Response:** 0**3.5.1.1 Total Amount generated from consultancy and corporate training year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format (data template)	View Document

3.6 Extension Activities**3.6.1**

Outcomes of extension activities in the neighbourhood community in terms of impact and sensitizing the students to social issues and holistic development, and awards received if any during the last five years (Showcase at least four case studies to the peer team)

Describe the impact of extension activities in sensitising students to social issues and holistic development with four case studies within a maximum of 500 words

Response:

Ambah College gives utmost importance to its institutional social responsibilities and extension activities. It is a policy of the college from the very beginning of its inception that besides studying, all the newly admitted students of the college have to compulsorily opt for some extension activity (NCC, NSS, Youth Red Cross, Sports, Literary, Scientific or Cultural) of his liking depending upon his fitness. All these activities bring students and faculty closure to community that adds to their campus experience. The length of the programme is decided taking into consideration various aspects of the functioning the main is the security of the girl students. The college has organised a no of extension activities in the neighborhood community to sensitize the students and teachers towards community needs, ultimately to benefit the neighborhood and in turn ensure holistic development of the students. Almost all the departments have their own activities with NCC/NSS and Redcross to ensure social justice and empower the under privileged and most vulnerable sections of society. Throughout the year. NSS Unit organises a residential seven days camp in nearby college and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, tree plantation etc. These are a large no. of students registered in NCC which comes under 30 MP BN NCC-Bhind. It aims at development qualities of leadership, patriotism, maintaining discipline, character building and the ideal of self service - Besides NSS and NCC units of the college Youth RedCross also organizes general checkup programme and dedicated lectures regarding health and hygiene.

During COVID-19 pandemic, the college took initiative to distribute food, medical needs and created health awareness.

Our college has adopted three villages names Chirpura, Gulabpura and Khadara khajoori by NCC and NSS for creating awareness about primary healthcare, yoga, literacy and about various developmental schemes and programmes of the State and Central Governments.

Many programmes have organised by the college on Voter Awareness on National Voter Day by organising lectures, campaign for new voter registration, play and rallies etc.

A no. of programme have also organised by the college in extension activities in the field of women's empowerment by lectures, street play, rallies etc to aware the girls to achieve their goals in a better environment.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

3.6.2

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community year wise during the last five years

Response: 40

3.6.2.1 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community year wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
12	16	4	2	6

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format (data template)	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.7 Collaboration

3.7.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years

Response: 13

File Description	Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format (data template)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for

- 1. teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- 2. ICT – enabled facilities such as smart class, LMS etc.**
- 3. Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc.**

Response:

The college has a fairly spacious campus spread over an area of about 1.50 hectare and has its own building committee , which works in consultation with the management and principal to ensure availability of adequate physical infrastructure and its optimal use . There has been growth both in terms of academic programme and student’s enrolment pulling pressure on the existing infrastructure particularly the building, classroom and laboratories. Co-curriculum activities are held throughout the session so that optimum use of the available facilities can be mad. College has 30 big and airy classrooms for teaching purpose, all PG departments have their separte staff & class rooms and laboratory. At present the following physical infrastructure is available for the use of stakeholders:

Though most of the departments of college are well equipped with teaching learning facilities like computers, printers, smart board and other required furniture. Each PG departments have its separte library for their PG students.

The college has prioritized creation and enhancement of infrastructure with the changing requirement according to the need of time. The entire campus have been developed and all the P.G. department and individually teachers are equipped with computer. We have a newly constructed girls common room with the facility of attached washroom, LCD TV display, water cooler with RO and comfortable sitting arrangement.

The college provides a wide range of sports, game, cultural and extra -curricular activities to the students. A sports committee is formed to monitor the overall sports activities in the college. There is a separate room for sport officer to conduct the sport activities. A well trained and qualified sport officer is there on the roll of the college who sincerely takes cares, and supervise over all sports activities in the campus. The college is known for active participation in basketball, volley ball, kho-kho, kabaddi, wrestling, badminton, table tennis, athletics and cricket. Enough space is available for indoor games. Outdoor games are organized in the adjacent college building.

The cultural committee of the college is constituted to facilitate and organise cultural activities. The aim of the committee is to sensitise the students and to inculcate their insert in various dimensions of cultural activities. The college has enough space to organise cultural activities. Audio-visual room is available for special type of cultural activities and an open-air activity centre is also used to conduct these activities as

well as co-curricular activities are organised in the adjacent college building. The college students have been actively participating at university, zonal and inter zonal levels in the sports and cultural activities organised by State/ Central Government. The College has dedicated space for Yoga to improve mental and physical health of faculty and students. International Yoga day is celebrated every year in the institution. Trained Yoga teacher demonstrate yoga exercise for the students of the college staff and students .

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

4.1.2

Percentage of expenditure excluding salary, for infrastructure development and augmentation year wise during the last five years

Response: 55.27

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
4.99808	2.50796	5.34780	4.61206	2.15744

File Description	Document
Institutional data in the prescribed format (data template is merged with 4.2.2 and 4.4.1)	View Document
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Our college has a well equipped neatly furnished central library which was established in the year 1959 . The library is the Heart of an institute. The Teaching and learning system is supported by a library through the provision of reading material. The library is well-equipped with reference books-1612, textbooks-19760, journals-32, newspapers- 12, and other competitive books and motivational books-418. Syllabi and question papers of all subjects are available in the library for reference of students.

The library is partially automated having version 2.0 using ILMS software SOUL. The full automation advisory committee is working to ensure infra structural development and academic requirements to ensure optimal use of library by the teachers and students. During the free period, students usually goes through library for the reading and consulting to inhanche their knowledge.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

4.2.2**Percentage of expenditure for purchase of books/ e-books and subscription to journals/e-journals year wise during the last five years**

Response: 6.24

4.2.2.1 Expenditure for purchase of books / e-books and subscription to journals/e-journals year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0.05500	0.65093	0.49631	1.01160

File Description	Document
Institutional data in the prescribed format (data template merged with 4.1.2 and 4.4.1)	View Document
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for purchase of books/ e-books and subscription to journals/e-journals should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The main focus of the college is on enhancing the use of IT in teaching and learning processes. The college has established a Network Resource Centre which is equipped with server, computer and LAN connectivity to almost all the departments. At present, senior faculty members from the IGCC are looking after the system management policy.

The college has available bandwidth of 256 MBPS on internet connections.

Institution regularly updates its IT facilities including Wi-Fi as college has completed to connect it campus and all departments with Wi-Fi network.

The Computer lab is equipped with latest software's and internet facilities which are available for the students.

Practical sessions are allocated within the time table to ensure optimum utilization of computer lab.

Students are given time slot for practice. For students and staff free Internet Facility in Library as well as in computer Lab is available.

Our college has 05 smart class rooms and one conference hall with advance facility enhancements for increased effectiveness of the conferences/seminars being conducted.

Smart/Online Classroom equipments

- 1.Computer System -9
- 2.Projector withScreen
- 3.Wi-Fi

Seminar hall equipments

- 1.Collar mic-2
- 2.Cordless mic-2
- 3.Podium mic-1
4. Amplifier-1
- 5.Speakers-4
- 6.Big interactive LED panel-1

Conference hall equipments

- 1.Projector -1
- 2.Projector Screen-1
- 3.Desk mic-17
- 4.Amplifier -1
- 5.Speaker -4

IT facilities

- 1.Desktop computers
- 2.Laptops
- 3.Printer
- 4.Scanner

5.Photo copier machines

6.CCTV camera

7.LED

File Description	Document
Upload any additional information	View Document

4.3.2

Student - Computer ratio (Data for the latest completed academic year)

Response: 15.93

4.3.2.1 Number of computers available for students' usage during the latest completed academic year:

Response: 85

File Description	Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.3.3

Institution has dedicated audio visual centre, mixing equipment, editing facility, media studio, lecture capturing system(LCS) and related hardware and software for e-content development

Response:

The institution prides itself on its commitment to providing state-of-the-art audio-visual resources and facilities to enhance the learning experience for its students. With a dedicated audio-visual center and a range of related hardware and software, the institution is partially equipped for e-content development.

Furthermore, "the Institution is going to implement a Lecture Capturing System (LCS) to capture and record lectures in real-time. This innovative system enables students to access course content at their convenience, providing them with the flexibility to review lectures, revisit complex topics, and deepen their understanding of the subject matter. The LCS includes features like multi-camera recording, screen sharing, and interactive whiteboards, ensuring that no aspect of the lecture is missed and enhancing the learning experience for all." Lecture capturing individual level is being done by faculty member. To support the e-content development process, the Institution has invested in the necessary hardware and software infrastructure.

The dedication to e-content development goes beyond mere equipment and software. The Institution may be assembled a team of skilled professionals, including multimedia specialists, video editors and sound engineers, who collaborate with instructors to transform traditional content into engaging multimedia experiences. These experts provide guidance, training, and support to ensure that the final e-content meets the highest standards of quality and effectiveness.

In conclusion, the Institution's audio visual center serves as a vital resource for e-content development. The Institution ensures that its students receive a dynamic and engaging learning experience that prepares them for success in the digital age.

To keep this in mind, our faculty members tried to update themselves with these tools. 5 faculty members have prepared e-content lectures for Higher Education, M.P. State Government. To develop e-content college faculty prepare and record e-content by using office and various free softwares available on internet.

File Description	Document
Upload any additional information	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years

Response: 38.5

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities of DDE and total expenditure excluding salary, year - wise, over the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
4.034	2.10238	5.87247	0.338	1.323

File Description	Document
Institutional data in the prescribed format (data template merged with 4.1.2 and 4.2.2)	View Document
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for maintenance of physical facilities and academic support facilities should be clearly highlighted)	View Document

4.4.2

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

Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities within a maximum of 500 words

Response:

Our college has established systems and procedures for maintaining and utilizing every facility under its domain. Some are sustained by external agencies on demand as per the need and the others are carried on by the faculty members of the institution and skilled staff designated by the College Management. Coloring of building and Plantation of new saplings are initiatives undertaken to improve the physical ambience.

Maintenance and utilization of different facilities:

Laboratories-

The laboratories have a large collection of sophisticated & advanced equipments to carry out research.

Laboratories of the college are furnished in accordance with the curriculum requirements. Necessary equipments and materials are procured to make available to the students for performing practicals. Regular Stock Verification of the Laboratory Equipments and infrastructure is executed by the staff members. Laboratory Technicians (Physics, Chemistry, Zoology, Botany and Biotech) have been appointed to look after the regular maintenance of equipments etc.

Library-

Books are acquired as per Departmental requirements. The books in library are entered in computer data base, bar coded, accessed, stamped, and then shelved. Periodic Book binding is carried out to prevent the damage of books. Damaged books not suitable for rebinding are listed for recommendation to write off. A separate record of write off books is maintained in the write off register. Books and journals in the library are properly catalogued. A Library Advisory Committee exists for the optimum functioning and betterment of services. Books at the end of session are arranged systematically and physically verified

Generator Facility-

The campus has two diesel generator with a capacity of 30KVA and this facility availed in the period of load shedding or emergency electric power cut off by MPEB. There is green energy system (Solar System) is also exist in the institution to maintain regular power supply during the power cut period.

Other Facilities-

Playground is utilized round the year for practice of different sports activities and organizing tournaments.

Clean drinking water facility with RO is regularly maintained by AMC.

Gardeners are taking care of the lawn/ trees and seasonal flowering plants.

Electrician is appointed to maintain electrical requirements of college campus.

Professional housekeeping and security services are availed on contract for the upkeep of college campus.

Parking facility is well organized and utilized.

The campus maintenance is monitored through surveillance cameras.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 41.26

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
483	574	569	625	426

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Institutional data in the prescribed format (data template)

[View Document](#)

5.1.2

Efforts taken by the institution to provide career counselling including e-counselling and guidance for competitive examinations during the last five years

Response:

Over the past five years, our institution has taken significant efforts to provide comprehensive career counseling and guidance, including e-counseling, to our students. Recognizing the importance of helping students make informed decisions about their future paths, we have implemented various initiatives to equip them with the necessary knowledge and skills to excel in their chosen careers and competitive examinations.

One of the primary avenues we have utilized is e-counseling, which has proven to be an effective and accessible method of reaching out to a larger number of students. By leveraging digital platforms, we have been able to provide career counseling services to students remotely. This approach has allowed us to overcome barriers such as distance and time constraints, ensuring that every student has access to professional guidance and support.

Our institution has always tried to provide personalized counseling sessions to students. These sessions aim to assist students in identifying their strengths, interests, and aptitudes, and aligning them with suitable career options.

In addition to individual counseling, we have organized group workshops and seminars on career exploration and decision-making. These interactive sessions provide students with valuable insights into different professions, job market demands, and emerging career opportunities.

Moreover, our college are organize regular workshops and seminars focusing on competitive examination preparation. These events feature renowned speakers and experts who share valuable insights, study techniques, and tips for success in competitive exams. Students have the opportunity to interact with these experts, clarify their doubts, and gain a deeper understanding of the examination patterns and requirements. Such events not only equip students with the necessary knowledge but also inspire and motivate them to strive for excellence.

Furthermore, we have established strong partnerships and collaborations with industries, educational institutions, and professional organizations. These collaborations enable us to stay updated with the latest industry trends and developments, ensuring that our career counseling services remain relevant and up-to-date. Through these partnerships, we are able to provide students with internship and job placement opportunities, enabling them to gain practical experience and make informed decisions about their careers.

In conclusion, our institution has made significant efforts in the last five years to provide comprehensive career counseling and guidance to our students. Through a combination of traditional face-to-face counseling, e-counseling platforms, specialized guidance for competitive exams and workshops. We strive to empower our students to make informed career choices and excel in their chosen fields. We remain committed to continuously enhancing and expanding our career counseling services to better serve our students and ensure their success in the ever-evolving professional landscape.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

5.1.3

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1.Soft skills**
- 2.Language and communication skills**
- 3.Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)**
- 4.Awareness of trends in technology**

Response: B. Any 3 of the above

File Description	Document
Report with photographs on programmes/activities conducted to enhance soft skills, Language & communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Institutional data in the prescribed format (data template)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: C. Any 2 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee monitoring the activities and number of grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 27.11

5.2.1.1 Number of outgoing students placed and progressed to higher education during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
107	144	106	97	47

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2**Percentage of students qualifying in state/ national/ international level examinations out of the graduated students during the last five years**

(eg: NET/SLET/ Civil Services/State government examinations etc.)

Response: 0.22**5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/Civil Services/State government examinations etc.) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	2	1	0	0

File Description	Document
List of students qualified year wise with details of examination and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format (data template)	View Document

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 events during the last five years**Response:** 43**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at University / state / national / international level events (award for a team event should be counted as one) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
09	02	06	15	11

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2**Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution.****Describe the Student Council activity and students' role in academic & administrative bodies within a maximum of 500 words****Response:**

Ambah Post Graduate autonomous college bring up the students overall development and shape their future. The students catch the opportunities to involve their interest in various committees. Institution and faculties planned and organized the seminars , workshops, cultural , sports activity and the different extra curricular activities for the students progression. The college students union formed as per the guidelines of Higher education department of MP. In students Union President, Vice President , Secretary, Joint secretary and class representative will be elected by the Student Union election .The elected council and its member to assist the various committees. In session, 2018-19,2019-20 ,2020-21 and 2021-22 there were no Student Union Election conducted ,only in 2017-18 session election has done and students council formed as per the guideline. Our college set up every year the various committees to got involve the students to develop leadership quality, motivation, self confidence and courage and overall progression of the students.

In board of studies, one student representative in P.G. departments who are nominated by the body to help BoS to design syllabus.

Under Anti Ragging and Discipline Committee, grievances of the students have been resolved by the committee members with the permission of the principal.

In Grievances and redressal cell (women), the grievances of girls have been resolved within time, in this committee there is proper representation of female teachers.

Our college organized Annual function every year, the student council and their representative to support the faculty incharge of the event. Students engaged facilitation cultural program through cultural committee.

The college conducted sports and games every year as per State Government sport calendar and students eagerly participate and contribute their assistance to event game incharge. Students committee members contribute in Indoor and Outdoor games.

Outcome

Students representation and the full involvement in activities of college and programme to build the confidence, character and leadership quality and develop better time management skills.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

5.3.3

The institution conducts / organizes following activities:

- 1.Sports competitions/events**
- 2.Cultural competitions/events**
- 3.Technical fest/Academic fest**
- 4.Any other events through Active clubs and forums**

Response: B. Any three of the above

File Description	Document
Report on Sports, Cultural competitions/events, Technical/academic fests, Any other events through active clubs and forums along with photographs appropriately dated and captioned (whichever is applicable)	View Document
Institutional data in the prescribed format (data template)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.4 Alumni Engagement

5.4.1

Total Amount of alumni contribution during the last five years (INR in lakhs) to the institution through registered Alumni association:

Response: 3.59

5.4.1.1 Total Amount of alumni contribution during the last five years (INR in lakhs) to the institution year wise through registered Alumni association:

2021-22	2020-21	2019-20	2018-19	2017-18
0.93102	2.64347	0	.01800	.00100

File Description	Document
Annual audited statements of accounts of the HEI highlighting the Alumni contribution duly certified by the Chartered Accountant/Finance Officer	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.4.2

Alumni contributes and engages significantly to the development of institution through academic and other support system

Describe the alumni contributions and engagements within a maximum of 500 words

Response:

Alumni association works to join the widening gap between the former students and the institute to keep them in touch with the present growth, development and also the challenges before the institute. The college has an alumni association which is named as "Old Boys Association. It remains in touch with the alumni who are working in the different capacities or pursuing higher education. The college is aware of the potential of Alumni who can play major role in upgrading the academic and administrative standards to the institution and reggae for the betterment of the institution. Alumni serve many valuable roles, such as helping to build and grow an institution, brand through word of mouth marketing.

Contribution of Alumni Association are as:-

1. Placements: - The alumni network of a college is one of the biggest sources of placement opportunities to the students. Alumni can help students get placed at prestigious organizations on the basis of their merit.
2. Mentorship:- Alumni can play an active role in voluntary programmers like mentoring students in their areas of expertise.
3. Networking Platform:- Alumni Network by itself is one of the best professional networking platform available today.
4. Career building tools:- One of the things to remember about alumni association is that they want you to succeed. Of course, they are hoping that you will use your success to help the association and college but successful graduates are institution's best asset. It is no surprise that most alumni associations offer a variety of career services. Activities like job fairs, resume workshops, job postings and online resources for job- seekers.
5. Online Alumni Directory:- An instant platform to connect with people. Attending online events and joining professional groups can build long term relationships.

Conclusion

The alumni association in this way mirrors the positive efforts undertaken by the institute to enhance the quality at external as well as internal level. It has a pivotal role in shaping and preserving a lasting relationship between the former and existing students on the one hand and the institute and the society on the other.

File Description	Document
Provide the link for additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Ambah P.G. College-Amabh (Morena) M.P. is one of the premier, leading and autonomous aided college in the Chambal Division of Madhya Pradesh. The institute is aware of the growing challenges in academic sober. Like other institution of higher education, this college also contributes to the national building by producing Knowledgeable citizens capable in bringing changes in the social structures as per the need and requirement of the time. In keeping with our vision and mission, the institute focuses to ensure access to quality and excellence so as to enable, the pass outs to meet the challenges of millennium. In other words, our goal is to produce such a rich stuff that becomes competent enough to stand at par with the rest of the world in all fields.

VISION

The vision of the institute are-

1. To develop the institute in to a modern and program teaching-learning centre to meet the challenges of the new age.
2. To educate the youth of the region and bring them in to the main stream and make them responsible citizen of the country.
3. To strives for quality in academics, character formation and developing a scientific temper there by, opening new anvil for enriching life.

MISSION

The mission statement contains the following goal –

1. To encourage inter disciplinary approach.
2. To explore the potential of the youth through work culture
3. To associate their learning with the development of marketable skills.
4. To encourage the students for entrepreneurship and teach them allied skills.
5. To make student familiar with the present working environment.

Leadership

Leadership is involved through well-defined systems and organizational structure. The institute has various statutory bodies for development of policies, regulations and guidelines, their implementation and continuous improvement:

1. Governing Body
2. Academic Council
3. Board of Studies
4. Finance Committee
5. Admission Committee etc.

The institute policy guidelines are the instruments through which all the academic, research & administrative activities are administered and monitored for effective implementation of policies ensuring quality and continuous improvement. The college promotes a culture of participative management. The members on the roll of Governing body and the faculty members maintain a good relationship, giving importance to human intellect and values. The institution practises decentralized and participative management approach in all its activities, initiatives and decision making by involving management, principal, Head Of Department, faculty members and administrative staff at all levels. The administrative and academic duties are controlled by the principal of the institution. Every faculty member is involved in the various academic and administrative or other statutory and non- statutory committees. IQAC monitors the academic and administrative activities, mentorship is introduced in all the departments and it is effectively monitored by the principal. The various committees are in place to review the progress in various functions and accordingly take necessary timely action for ensuring excellence in respective areas. The responsibilities are defined and communicated through face to face meetings with the teaching and non-teaching staff members of the college as well as by notifications.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies are effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The college believes in excellence in all spheres so that the faculty and student get good infrastructure and opportunity learn new skill to deal with worldwide challenges. To make this possible and effective the institute has drawn out a perspective plan. The plan is the result of the joint ventures of the parental

body “Shiksha Samiti Pargana Ambah,” chairman of the Governing body, and the principal. Principal plays a vital link in co-ordinating the activities of the college with IQAC, faculty members, parents and the Government in realizing the vision of the institution.

Perspective plan sets the college’s specific goals in following key areas:

1. Teaching and learning.
2. Focus on students needs in our academic planning, policies and programs to enable learners to meet their educational goals.
3. Prepare students to be readily employable not only in the Government but also as entrepreneurs.
4. The teaching staffs prepares the semester/Annual wise teaching plan, time table and lesson plan before the semester commences for systematic, effective and efficient teaching.
5. Faculty members maintain a teaching diary which consists of the date, period of class taken and topic handled and other activities.
6. The courses of study to be initiated in a phased manner-attention being gives to their relevance, their focus on needs of society and the market, their Capacity to mould dependable human beings.
7. Qualified faculty contributes to the college’s strategic goals and mission. Increasing the diversity of the faculty and staff will increase innovation in thinking, research and teaching.
8. Time to time modification and updates in teaching methods keeping the pace with demands, modifications and challenges of higher education at local and Global level.
9. A certificate course in Industrial Chemistry was started for science students as to aware them the latest technique used in industries as they can exposed themself in Pharma, Medical and Clinical industries. From this session new certificate courses are started as Vermicomposting by Zoology, Research Methology by Economics and Income Tax by Commerce department. .

Community Engagement

1. Extra-curricular activities such as NCC, NSS, YRC, are strategically planned in a manner so that they do not harm the academic calendar, involving all the stake holders. These activities are planned by the individual departments of the students and to ensure the holistic developments of the students and to develop their leadership quality.
2. Cultural and sports activities are considered very important and strategically planned in accordance with calendar of the department of higher education and Jiwaji University, Gwalior.

All though the college is aided autonomous but it is under the direct control of the Departments of Higher Educations, M.P. In the case of appointment of teaching and non-teaching staff, college follow the UGC, Higher Education Department of M.P. and Jiwaji University rules and regulation strictly. The college has various bodies to convey information/suggestion for decision making through them. After due consideration, these finding/information or suggestions, if found appropriate, are passed on to the next forum, and ultimately final decision-making is done by the principal in consultation with the Governing body.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

6.2.2

Institution implements e-governance in its operations. e-governance is implemented covering the following areas of operations:

- 1. Administration including complaint management**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examinations**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

There is a career advancement system for those who work hard to advance. Teaching and non-teaching staff are awarded according to a schedule. The technique subjectively examines the employee's talents and limitations, relative worth to the organisation, future development potential and other aspects that directly or indirectly contribute to the expansion of the institution. Staff credentials are accurately documented so that performance can be evaluated fairly. On the basis of above criteria college has started to honour those teaching and non-teaching staff at every year of Independence Day since 2020. There is a staff council functioning in the college to discuss teacher welfare issues. This committee tries to resolve staff welfare related issues with the help of principal and other administrative bodies of the college.

The Governing Body of the institution has several welfare measures for well being of teaching and non-teaching staff -

The teaching staff members are allowed to participate in orientation programmes, refresher courses and short term courses etc for updating the subject knowledge.

The teaching and non-teaching staff are granted different types of leaves such as duty leave, earned leave, medical leave etc. as per the norms of state Government and the UGC.

To consider all Govt. Schemes such as loan, provision of CPF, pension,

Tuition Fee concession for children of regular staff as per policy.

Free medical check up and the consultation by the doctors

Study leave for teaching staff in favour of those who process their research.

Maternity and paternity leave as per Government policy.

The class 4th employees are given free uniforms.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 6.45

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

2021-22	2020-21	2019-20	2018-19	2017-18
2	2	8	0	0

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document

6.3.3

Percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs) during the last five years

Response: 12.37

6.3.3.1 Total number of teachers who have undergone online/ face-to-face Faculty Development Programmes (FDP)/ Management Development Programs (MDP) during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	10	4	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format (data template)	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institutional strategies for mobilisation of funds other than salary and fees and the optimal utilisation of resources

Describe the resource mobilisation policy and procedures of the Institution within a maximum of 500 words

Response:

The optimum utilization of finance as well as mobilization of resources are the issues considered under this Key Indicator. The institution has developed strategies for mobilizing resources and ensures transparency in financial management of the institution. The income and expenditure of the institution are subjected to regular internal and external audit.

In connection of mobilisation of fund principal office provides various funds and contingency to the departments on the basis of recommendation of finance committee. For better use of financial resources, Finance Committee meeting organised regularly. On the basis of finance committee recommendation institution tries to use funds economically.

The Accounts department gives the income and expenditure statement of the previous academic/ financial year to the principal and after his reviews it is forwarded to the Governing Body for the approval. After approval of Governing Body all income and expenditure documents has been sent to CA, dually appointed by Governing Body for audit purpose. Again auditor report presented before next governing meeting.

Internal Audit:-

1. Requirements are specified on note sheet and forwarded by Principal
2. Quotations and Tender are invited limited with the help of advertisement on website.
3. Tender and quotations opened on specified date and comparative chart is prepared.
4. Quotations approved by purchase committee and forwarded to the respective departments.
5. Supply/ Purchase order placed.
6. Items Purchased are received and recorded by the store.
7. Invoice verified are then forwarded to the principal and chairman for the necessary action.

External Audit: -

1. New Budget is prepared by finance Committee in Every Year.
2. Budget is head wise divided.
3. Report for expenditure is prepared.
4. Auditor verifies the audit report.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

6.4.2

Funds / Grants received from government bodies, non-government bodies, and philanthropists during the last five years (not covered in Criterion III and V)

Response: 32.11

6.4.2.1 Total Grants received from government/non-government bodies, philanthropists year wise during last five years (not covered in Criterion III and V) (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	22.11	10.00

File Description	Document
Institutional data in the prescribed format (data template)	View Document
Copy of the sanction letters received from government/ non government bodies and philanthropists	View Document

6.4.3

Institution regularly conducts internal and external financial audits regularly

Enumerate the various internal and external financial audits carried out during the last five years with the mechanism for settling audit objections within a maximum of 500 words

Response:

The college is an aided autonomous college affiliated by Jiwaji University-Gwalior. The Institution has standard channels for mobilization and utilization of financial resources. The primary sources of income is tuition and development fees received from the students under different heads like admissions fee, library fee, laboratory fee etc. These funds are utilized for the benefit of students and other minor expenses of the college as following :

Providing best academic and infrastructure facilities.

Organizing various curricular, co-curricular and extra-curricular activities.

Facilitate student support through endowments such as scholarship and concessions, cash awards and prizes for achievers in academic, sports and extracurricular activities.

These funds are used in stipulated time in the following manner :

Funds of the college are managed frugally and transparently according to the Madhya Pradesh state purchase rules , services and product rules.

Funds generated by fee collection from students are used for the expenses in running laboratories, academic activities and campus maintenance.

Coordinators of different cells and Examination Cell submit their budget to Principal. Institutional budget is prepared every year taking into consideration the recurring and non-recurring expenditures. This budget is presented to Governing Body for approval.

Proposals for expenditures:

Under different heads such as Library Books / Journals, Repairing / maintenance of furniture and building, Printing/stationary purchasing, Equipments and Consumables, Furniture/Fixtures are discussed in the departmental meetings then in the meetings of Heads of Departments.

Purchasing process is carried out by purchase committee and central store, which calls the quotations and the purchase orders are placed. Authorized faculty member ensures that whether suitable equipment/machinery with correct specification has been delivered. The payments are released after delivery of the respective goods as per the terms and conditions mentioned in Purchase order. To maintain financial transparency and frugally college have adopted cashless transition system.

The entire process of the procurement of the material is monitored by the Purchase committee and the Principal. Financial audit is conducted by Chartered Accountant every financial year to verify the compliance. During the last five years there is no financial objection has been raised by the CA. The college has appropriate mechanism(Finance Committee) to resolve the audit objection raised by auditor.

The financial resources of the college are maintained in a very effective and efficient manner. Each transaction of purchase is supported by vouches and all vouchers are approved by the principal. The institution takes all necessary majors to maintain accuracy and transparency in the entire procedure of mobilization of funds. The result of mechanism adopted by college is that there is no audit objection has been raised by the auditor.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC)/ Internal Quality Assurance System (IQAS) has contributed significantly for institutionalizing the quality assurance strategies and processes, by constantly reviewing the teaching-learning process, structures & methodologies of operations and learning outcomes, at periodic intervals

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of –

- **Incremental improvements made for the preceding five years with regard to quality (in case of first cycle)**
- **Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words

Response:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. IQAC conducted regular meetings quarterly to plan and develop the future strategies of teaching learning process and structural developments. IQAC also examined the decision taken by the earlier meetings. The following are the major incremental improvements and quality initiatives taken up by the IQAC are as:

-The IQAC of the institute is involved in quality policies in teaching-learning, Research activities, Curriculum planning and all the extracurricular and co-curricular activities.

- Submission of AQAR reports as AQAR of the institute appropriately captures the quality policy of the institute, strategies adopted, tools and methods followed to implement and institutionalize the quality policies

- NAAC Re-accreditation process for IIIrd cycle.

-Assessing the quality parameters and providing required suggestions for the improvement.

- Administrating and monitoring feedback analysis collected from various stakeholders.

- Organizing various programmes related to quality enhancement.

- Coordinating statutory body meetings and general staff meetings.

The college has taken all measures to support the students to enrich their quality in conformity with the vision document, the college has taken measures for academic enrichment as well as inculcating values through extension activities.

The career counselling cell enhancement of knowledge of students.

Teacher performance appraisal and student feedback mechanism have been reorganised systematically for the improvement of teaching.

IQAC implemented all recommendation regarding teaching-learning process given by second cycle peer team _

1- CERTIFICATE COURSES;- Due to the initiative taken by IQAC following certificate courses have been started during last five years-

NAME OF DEPARTMENT	NAME OF COURSE	DURATION OF HOURS
1. Chemistry Department	1-Analytical Chemistry	40
	2- Dairy Chemistry	40
2. Zoology Department	Vermi Technology	40
3. Commerce Department	Income Tax Return Filing	40
4. Economics Department	Research Methodology	40

2- ALUMNI MEET:- During the last five year college organised two alumni meet on the basis of initiatives taken by IQAC. The first alumni meet was organised dated 09 March 2020. In this meet 224 alumni registered themselves to attend this meet. College has organised this meet in a very prestigious manner. Second alumni meet was organised dated 07 October 2022. . This event was organised in a very grand manner. In present alumni association registration processes is under process.

In addition to all this, as a result of the efforts of IQAC Mentor- Mentee system are also introduced in the college for resolving all academic and stress-related issues. Strict adherence to the attendance of students their participation an extension activities, innovation and creativity in annual academic exhibition, researchers and compliance with the discipline to the campus definitely improve the quality of life.

Guest lecture series are also organised by the recommendation of IQAC every year or twice a year for knowledge transfer in academic purpose.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

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

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 500 words each.

Response:

The policy of taking teachers self-appraisal report into account, their record of teaching (through diaries) and the feedback provided by the students in place for the provide and annual review of administrative and academic work. The IQAC of the college monitors and evaluates the quality of its enrichment programmes through feedback. The decision taken by IQAC to check periodically the teaching learning process, structure and methodologies of operations and learning outcomes are as follows-

1. To take feedback on teachers based on them to improve teaching-learning environment
2. To motivate teachers to be friendly with modern technology in their teaching which would ease the process of teaching and learning
3. To encourage departments to organize special lecture/seminar/conference programmes of the benefit of both the faculty and students.
4. To facilities teachers to participate and present research paper in seminar / conference.

- Discipline is strictly followed by students as dress code is compulsory for students.

- Prospectus incorporating rules, regulations and academic calendar of events is distributed.
- Providing infrastructure facilities to conduct and create teaching, learning environment.

-Regular checking of diaries and lesson planners and academic records.

- Career guidance cell gives counseling.
- Parents teacher meeting are arranged.

-Verifying the syllabus completion consolidated by the departments.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

6.5.3

Institution has adopted the following for Quality assurance:

- 1. Academic and Administrative Audit (AAA) and follow up action taken**
- 2. Conferences, Seminars, Workshops on quality conducted**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Orientation programme on quality issues for teachers and students**
- 5. Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking Times Ranking etc**
- 6. Any other quality audit recognized by state, national or international agencies**

Response: D. Any 2 of the above

File Description	Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

As part of the college vision of establishing a **distinctive educational ambience built on humanitarian principles and social responsibility**. Gender equity and sensitization are made an inherent component of the educational process in both academic and co-curricular areas.

CURRICULAR: Gender equality is promoted at the college, and staff and students are educated on gender related issues and concerns. Prescribed curricula in various programmes provide an important platform for analyzing gender disparity and the factors that cause and promote it in our society. Gender equality related lessons are included in UG Ist and IInd and IIInd year social sciences syllabus.

CO-CURRICULAR: In addition to curriculum exchanges, several co- and extracurricular programmes emphasize the importance of addressing gender concerns and the need to transform a patriarchal system into a gender-equal one.

The annual plan to implement gender equity in concept and practice is developed by College on priority basis. The women empowerment cell of the college conduct workshops and seminars to educate girl students about their safety, equality, rights in the college premises and grievance. Throughout the year, these groups host lectures, panel discussions, community outreach initiatives, and workshops on gender issues. Along with women empowerment cell other committees of college including NSS ,NCC, Sports and Cultural Committee conduct programs for their participants on women empowerment according to their annual plans and programmes to spread awareness about gender equity and sensitizations.

The major percentage of the girls in college shows now the college cares for them. The institution is particular about gender sensitivity. These following facilities are provided by institution-

1. Safety and security-

Safety and security is the foremost and basic necessity of any institution. Ours is a co-education institute in which 60% of the total strength comprises of girls students. The institute issued smart identity card to each student as faculty wise at the time of admission and they enter college by proving their identity. To make difference, The students and outer, college adopted his dress code to feel the students united and also to maintain the discipline. The college maintained well secured premises equipped with CCTV ensure safety and security to girl's students. Proctorial board also monitors the discipline, safely and security of the girls students.

Counselling –

There is a committee formed by the institution in this regard. This is committee examine the complaints if any, and resolved them. Counselling of students is also done by the committee from time to time as and where needed.

Common room—

There is a facility of girl's common room in the institution, where in their free time they can sit together and discuss their points regarding academic and extra-curricular activities freely and frankly without any interference. News papers and magazine are available in girl's common room where they can read them in her free time. Professor in charge is also appointed to monitor the facilities in common room.

File Description	Document
Upload any additional information	View Document
Provide the link for additional information	View Document

7.1.2

The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment
6. Wind mill or any other clean green energy

Response: C. Any 2 of the above

File Description	Document
Geo-tagged photographs of the facilities.	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**

- **Liquid waste management**
- **Biomedical waste management**
- **e-Waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Ambah College is having consistent and comprehensive approach towards the cleaning of the college. The wet waste collected is composted and the dry waste is recycled. The college takes great effort to ensure that none of the waste it generates ends up in landfills.

Several committees of the college like NSS, NCC and Eco club take part in the waste minimization and proper disposal of waste in campus emphasizing reduction and reuse of waste. Yuva club and Eco club are also constituted by college to take this type of activity. The following are some of the strategies used to handle the wastes:

Solid waste management—

Horticultural trash, such as dry leaves or plant clippings, is one of the most common solid waste products created at the college. The college organized various awareness programmes on clean environment. NSS NCC committees and newly constituted Yuva club and Eco club organize various rallies other activities to promote the cleanliness of environment.

The institution does not have a proper solid waste management system. It is managed traditionally solid waste of the college is collected at one place by sweeper and in the from garbage it is taken away by vehicle from Nagar Palika-Ambah.

Liquid waste management—

The liquid wastes generated in the campus include Sewage, Laboratory effluent waste. The entire water is used for watering the gardens and lawns maintained in the campus The laboratory waste water does not contain hazardous chemicals and periodical monitoring is done by the Lab attendants. The College has installed RO Purifiers which converts 2 glasses of water into 1 glass of purified water. The impute water is used for washroom, conserving fresh water sources. The liquid waste generated in the campus is piped out through municipal pipelines time to time for safe disposal.

E-waste management—

There is no specific mechanism for disposal of E-waste in the institution but the electronic goods which are put to optimum use; the minor repairs are set right by the Laboratory assistants and teaching staff; and the major repairs are handled by the Technical Assistant and are reused. Office and department automation products and devices are repaired as they needs and when they become non functioning then However, the college has started working on eco-friendly atmosphere and is conscious of new challenges at national and global level.

File Description	Document
Geo-tagged photographs of the facilities	View Document
Any other relevant information	View Document

7.1.4

Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. Any 3 of the above

File Description	Document
Geo-tagged photographs of the facilities	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.5

Green campus initiatives include

Describe the Green campus initiative of the institution including Restricted entry of automobiles, Use of Bicycles/ Battery powered vehicles , Pedestrian Friendly pathways , Ban on use of Plastic, landscaping with trees and plants etc in 500 words

Response:

Green campus initiatives are essential aspects of institutions committed to environmental sustainability. These initiatives encompass a wide range of practices and policies aimed at reducing carbon emissions, conserving resources, and promoting a greener and healthier campus environment. One such institution that exemplifies a comprehensive green campus initiative is Ambah College.

At our college, there is a strong emphasis on limiting automobile usage within the campus premises. To achieve this, the institution has implemented a restricted entry policy for automobiles. This policy encourages students, faculty, and staff to utilize alternative modes of transportation such as bicycles. As the students of our institute are mostly rural and semi-urban background so they used bicycle for transportation.

A key element of the green campus initiative at Ambah College is the ban on the single use plastic. Plastic waste poses a significant threat to the environment, particularly in terms of pollution and its

impact on marine life. By implementing a ban on single use plastic, the institution aims to reduce its environmental footprint and encourage the use of more sustainable alternatives. This policy encompasses single use plastic products with concerted efforts made to provide suitable alternatives and promote awareness among the campus community.

Landscaping plays a vital role in creating a greener campus environment. At our college, the institution has taken significant steps to incorporate trees and plants into its landscape design. Green spaces are strategically developed across the campus, ensuring that the natural beauty of the surroundings is preserved and enhanced.

In addition to the aforementioned initiatives, our college is committed to promoting energy conservation and efficiency. The institution has implemented various measures to reduce energy consumption, including the use of energy-efficient lighting systems and smart building technologies. We have recently installed solar panel which proper lightning and electricity supply in the principal office and Economics department. In the second phase this system will be installed in other departments.

Water conservation is another significant aspect of the green campus initiative at Ambah college. The institution has implemented measures such as rainwater harvesting, installation of water-efficient fixtures, and regular monitoring of water usage. By adopting these practices, the institution aims to minimize water wastage and contribute to the conservation of this precious resource.

To ensure the success and continued progress of its green campus initiative our college actively involves its students, faculty, and staff in sustainability programs and campaigns. Awareness-raising activities, workshops, and educational events are organized to promote environmentally responsible behavior and foster a culture of sustainability.

In conclusion Ambah PG College exemplifies a comprehensive green campus initiative that encompasses a wide range of practices and policies. Through restricted entry of automobiles, the promotion of bicycles and battery-powered vehicles, pedestrian-friendly pathways, a ban on plastic usage, landscaping with trees and plants, water conservation efforts, and community engagement, the institution demonstrates a strong commitment to environmental sustainability. By implementing these initiatives Ambah college not only creates a greener and healthier campus environment but also instills a sense of responsibility and stewardship among its community members.

File Description	Document
Policy document on the green campus/plastic free campus	View Document
Geo-tagged photographs/videos of the facilities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.6

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

The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environmental audit**
- 2.Energy audit**
- 3.Clean and green campus recognitions/awards**
- 4.Beyond the campus environmental promotion and sustainability activities**

Response: B. Any 3 of the above

File Description	Document
Report on environmental promotion and sustainability activities conducted beyond the campus with geo-tagged photographs with caption and date.	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.7

The Institution has Differently-abled (Divyangjan) friendly, barrier free environment

Write description covering the various components of barrier free environment in your institution in maximum of 500 words

- **Built environment with Ramps/lifts for easy access to classrooms**
- **Divyangjan friendly washrooms**
- **Signage including tactile path, lights, display boards and signposts**
- **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- **Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response:

The Institution is committed to providing a Differently-abled (Divyangjan) friendly and barrier-free environment to ensure inclusivity and equal opportunities for all its members. In order to achieve this, the institution has implemented various components of a barrier-free environment, enhancing accessibility and convenience for Divyangjan individuals.

One of the primary features of the institution's barrier-free environment is the provision of ramps for easy access to classrooms. These architectural features ensure that individuals with mobility challenges, such as wheelchair users or those with difficulty in climbing stairs, can navigate the campus effortlessly. The ramps allowing Divyangjan individuals to move freely and independently, without facing any physical barriers or limitations. Wheelchair is also available for the Divyangjan.

Another essential component of the barrier-free environment is the presence of Divyangjan friendly washrooms by implementing such facilities, the institution ensures that individuals with disabilities have equal access to essential amenities and can maintain their personal hygiene comfortably.

Furthermore, the institution recognizes the importance of providing inquiry and information services that cater to the needs of Divyangjan individuals in conclusion, the institution has taken significant steps to create a barrier-free environment that is Differently-abled (Divyangjan) friendly. Through the implementation of ramps, Divyangjan friendly washrooms and provisions for inquiry and information, the institution ensures that Divyangjan individuals can navigate the campus, access facilities, and participate in educational activities with ease and dignity. By embracing inclusivity and accessibility, the institution fosters an environment that promotes equal opportunities and respects the diverse needs of all its members.

File Description	Document
Upload any additional information	View Document

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 such other diversities (within 500 words).

Response:

Ambah P.G. (Autonomous) college, values inclusionary practices at multiple levels including its admission policy, where students from diverse cultures are admitted. Our college always puts effort in to creating harmony between society and culture to reduce inequality. For the conservation and preservation of culture, the institute organised various cultural activities at the time of PRAVESH-UTSAV, Traditional days, Yuva-Utsav and Annual meet etc. The institute organised Hindi Diwas, Vivekanand Jyanti, Shaid Diwas, Bismil Jyanti and a no. of programme to take initiatives in providing an inclusive environment. The college remained committed to being inclusive as a diverse population of students, faculty and staff from different religions, castes, cultures, physical abilities and countries are its greatest strengths. The policy instruments are designed keeping this diversity in consideration and aim towards equality, harmony and socioeconomics balance between staff and students .

The academic and administrative vision of the college is build on Equality, justice, inclusiveness and harmony. Regional, communal, cultural, socioeconomic and linguistic diversity are important for developing effective ways to solve a variety of issues and to meet the requirements of students, as well as to create a coherent, inclusive learning environment. During the admissions process, minorities, girls, and

students with disabilities were given special consideration. Over the course of five years, the ratio of female students and pupils from low- income families has risen.

The substantial presence of students and teachers from other regions adds to the Regional diversity.

Mentoring and personal counseling services ensure that students receive socio/psychological support in addition to academic support in order to achieve their full potential. Individual growth regardless of one's origin, gender, cultural or social identity and status apart from psychological and academic counseling.

The SC/ST/OBC cell also provides information on government scholarships as well as other professional development advice.

The academic and cultural clubs, activities, and festivals provide leadership possibilities for students concentrate on their unique passions and talents.

The students of institution can focus on their particular hobbies and talents by participating in a variety of academic and cultural groups, events and festivals. The Cultural distinctiveness among students is inculcated by college through various cultural programme in order to develop a sense of respect for each others cultural distinctiveness and also making student understand the indian integrity and unity through cultural diversity of nation.

College organizes the several communal events like Craft Fair for making communal harmony. Students perform their marketing , communication skill showcasing the multicolored array of India's rich linguistic and cultural diversity.

Our college was the first college in Chambal Region who adopted the Dress Code for their students to feel them united and also to maintain communal socioeconomic.

To develop the tolerance and communal harmony among students and the society NSS and NCC organisation are playing vital role through their day to day activities and special camps. These organisations are conducting specific programmes on cultural,regional,linguistic,communal, socioeconomic and such other diversities to achieve above mention goals. College organised communal harmony fornight every year under the banner of NSS.

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

7.1.9

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.

Response:

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race and gender. Our college has been committed to educating our students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. The institution sensitizes the students and employees regarding Constitutional obligations, Values, rights, duties and Responsibilities of citizenship. During the last five years, Our college organised various activities through out the years.

The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts provide programmes in this regard.

The code of conduct is displayed on the website.

A number of national festivals and international commemorative days and events organized in the institution.

Ambah college is committed to teaching students human values and social duties based on constitutional ideals. This is accomplished through establishing fundamental values that promote social cohesion and national growth. The college does justice to the progress of its students and staff by providing equitable chances to all, regardless of caste, culture, or economic standing.

To educate students to their citizenship role and obligations, lectures and seminars on voter awareness, democracy and human rights were held. Students are provided a forum to express their thoughts and creativity through discussions, extempore, and plays without infringing on the rights of others.

The college performs extension activities with the college organizes various community development programmes under extension activities. In these extension activities students get aware and learn the sense of nation building by participating in various programmes like health and hygiene awareness, Blood donation camp, child literacy programme, community development programme etc. through interacting with the village and surrounding community people.

Our college has different cells like NSS, NCC, Redcross and women empowerment cell which make active participation of students towards the understanding of their rights as an Indian organizes various community development programmes under extension activities. In these extension activities students get aware and learn the sense of nation building by participating in various programmes.

A number of national festival and international commemorative days, event and festival organized in the institution as independence day, Republic day and organize various cultural programmes, quizzes, were performed by student to spread the sovereignty, unity and integrity of India.

Constitution day was celebrated on 26th Nov. every year, World Human Right day celebrated on 10th Decem. with rallies and lectures. National Voter day (Voter Awareness Programme), Mahila Diwas, Sahid Diwas etc.

File Description	Document
Any other relevant information	View Document
Details of activities that inculcate values necessary to nurture students to become responsible citizens	View Document

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.

- 1. The institutional Code of Conduct principles are displayed on the website**
- 2. There is a committee to monitor adherence to the institutional Code of Conduct principles**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: C. Any 2 of the above

File Description	Document
Document showing the Code of Conduct for students, teachers, governing body and administration as approved by the competent authority.	View Document
Constitution and proceedings of the monitoring committee.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.2 Best Practices**7.2.1**

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

Response:

Title—Community service

Community Service is performed by someone or a group of people for the benefit of the public or its institutions. Performing community service is not the same as Volunteering, since it is not always done voluntarily. It may be done for a variety of reasons and with a specific reason.

1- Objectives of the Practice

The aim of education is not just to provide only academic knowledge to the students but also to make them a good human being. The students come for studies at the college but it must be our efforts to transform them into a good citizen as well as good academician. To achieve this aware of the various problems and threats prevailing in the society which is possible when they are students directly interact and involve with the members of the society.

Keeping the fact in mind, community service is rendered as one of the best practices by the institution as our college comes in rural area and the majority of students are comes from villages.

2-The Context:

There are a number of rural and backward areas surrounding the college where the people are very poor and illiterate. They are prone to various diseases due to their unhygienic conditions. The people are unaware of their social rights and they need to be informed.

The institute can play a very effective role in uplifting the lives of such people.

3-The Practice-

Many program's are organized under community service from time to time by the institute some of these programs are as fallows_

1. The NSS camps are organized usually in the vicinity of some villages. During the camps, NSS students actively participate in the cleanliness drive. The students interact with the people and sensitize ill practices, prevailing in the villages, such as female foeticide, consumption of liquor and tobacco etc. Villagers are also sensitized about AIDS and other diseases.
2. Village- Adopted by NCC and NSS for the awareness campaign to develop their social rights, to develop the life style and to educate them. Due to sincere efforts by the media and government, most of the people are aware of their voting rights. To sensitize the people many programs were organized by the institute. Voter awareness rallies were organized prior to assembly and the general elections to make the people aware of their voting duties and rights.
3. Cycle rally was also organized by the faculty members with NCC students during the election campaign to aware the effective role of public in democracy.
4. At COVID-19: Pandemic Disease, covid rally was organized by NCC at the village and distributed the items to the villagers.
5. Women empowerment programme was organized by NCC on International Women Day regularly at the adopeted village by NCC.

4- Evidence of success –

- a- Many of the villagers have appreciated the effort made by NCC and NSS students during the camps.
- b- Blood donation camps were organized in the college in which staff member also donated blood with students voluntarily.
- c- Local authorities are also appreciated the works done by the students in the form of social awareness

rally, anti-tobacco rally and Roko-toko rally, cycle rally and covid programme.

5- Problems encountered and resources required

- a) There is no provision of special allocation of funds for maintenance of programmes.
- b) Due to strict academic schedule, students do not get much time for community service but by NCC and NSS, students participated in their programmes in their regular activity.

6-Note-

The community service is a practice which comes from within and it does not need much funds. It only requires a little time, will-power and commitment. It is a practice which does not require much effort but gives internal happiness and satisfaction and it is the only way from where we can education the society and serve the nation.

Best Practice-II

Title- Eco-Friendly Campus

1-Objective of the Practice

I The environmental issues have become a matter of great concern today. It is the duty of every citizen to conserve, preserve and protect our biosphere only by the dogmatic approach of lecture organization or teaching environment as a subject, the environment conservation is not possible. It is necessary to make every one aware of the preservation of environment. Keeping this in mind, the said practice is being followed in the college.

2-The Context—

The unbridled race for economic growth, witnessed since independence, has caused a great damage to the environment. The process of development which is not in the harmony with the environment is not sustainable. The protection of environment and its development should be complimentary to each other.

3-The Practice-

The colleges has a great concern to sustain the campus eco-friendly. Everyone in the campus, is determined to keep the college campus clean and green. A number of trees and plants have been planted in the campus which gives give a unique and eye-soothing look to the campus.

Since 2019 college administration on the IQAC recommendation decided that the entry of automobiles are restricted at every Saturday of the week to make pollution free campus.

On the recommendation by IQAC, single used plastic is banned by the college administration since 2022.

Green Audit Report is submitted by the committee constitute by college administration and the action taken by IQAC recommended by committee.

4-Evidence of success--

- A large number of students participate in the plantation programme under NCC and NSS activities.
- Awareness rallies are organized by the institution to save environment and pollution free atmosphere.
- Ours new building, where extra-curricular activities are organized, is having a large area of greenery and by plantation programmes plants has been grown into trees.

5-Problems encountered and resource required-

- No provision of special allocation of funds for maintenance of the gardens.

6-Notes-

Environmental protection is a global issue and it is the duty of all to contribute their role. Science efforts made by each member of the institute can result in remarkable changes. Large funds are not required for this purpose, only awareness may prove key to the success of such programmes.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

To develop a **distinctive educational ambience built on humanitarian principles and social responsibility**. "Distinctive environment of educational excellence with human values and social commitment,"

Ambah post Graduate Autonomous College, with a brief but illustrious 64 **year** history, is known for its distinctiveness in delivering high-quality education that goes beyond academic achievements to with life skills for personal satisfaction and professional success. Our college has established a wide reputation among parents and academia as the most trusted name for integrated/holistic development of students, with value-based education as its top emphasis. Our college through a variety of "beyond the curriculum" activities promotes knowledge that is blended with the right skills, attitude, and values for lifelong success and wholesome living.

Our institution believe to deliver quality education and hence, all of us are whole heartedly devoted to this. Free and fair treatment is ensured to all the students irrespective of their class, creed and sex.

The best of efforts are put in to make them self confident, reliant and good performer. Opportunities of exposure are provided to them through various programmes/platforms. Additional reading material is made available to the advanced learners. We encourage achievers by making their names appearing on

the notice board, thus encouraging others.

Our college awards the students who achieved the highest percentage in Science and Arts in its annual prize distribution programme as a sign of appreciation for their efforts, implying that their efforts are appreciated. This encourages sentiments of pride, which is linked to contentment. This award is conferred to best achievers who have the potential to serve as role models for the youth of college now and in the future. The key objective of this award is to acknowledge students academic excellence and motivate other students to perform better thereby upgrading standards of excellence and achievement.

The college tries to generate in them a feeling of competitiveness so that they can put in their efforts in right directions. At PG level through various departmental societies of our college is making efforts to develop the moral values, communication skills and general awareness among the students.

Our college is one of the college in the Chambal region who adopted dress code for their students since last five years, which help us to maintain discipline and feel to our students as familiar. The college keeps in view the fact that the college is meant for preparing qualified, well trained and skilled citizens and hence, it provides its students necessary assistance so that they can play their roles in a positive way. They are acquainted with all the necessary processes that have much significance in the global perspective. Therefore, the college has assessed its role to function as a catalyst helping its pupils to polish themselves.

Women empowerment cell organizes the lecture and seminars to promote gender equality and educate staff and students on gender-related topics and concerns.

Our college has Career and Counselling cell which provide the students with training on leadership and managerial skills for both higher studies and employment. Our College to make the environment in the placement of student.

The college has overcome many of its shortcomings while strengthened many of its existing practices. Even being situated in a remote area, it is delivering as per the expectations of the community and the dreams its founder members saw.

Computer centre of the college organised a workshop just to deliver basic knowledge of using computers and internet giving alluring presentations. In the current year this type of workshop is again organized by Computer Department under the recommendation by IQAC.

Faculty members were also encouraged to participate in Conferences, seminars and workshop the result visible when a large no-of faculty members of the college from different department participated in seminar, workshops and conferences.

All P.G. departments and in UG, especially English and Physics were organized the lecture series focusing on the topics significant for further research work. Not only the faculty, but also the researchers and the students enjoyed those deliberations. This type of tactics are arranged by the college regularly.

The entire campus has been put under the constant surveillance through CCTV. The system was installed to keep an eye on the routine activities of the students and also for safety and security purpose as the girls in large proportion study here. Ordinary boards were replaced by interactive boards in five class rooms meant for teaching either for PG or for science.

Water availability was ensured throughout the campus by installing water cooler along with RO systems.

There are six PG department in our college. Every department has their own student council for running various academic and extra curricular activities. Their details are as follows-

NAME OF DEPARTMENT	NAME OF COUNCIL
ECONOMICS	AARTHIK PARISAD
GEOGRAPHY	CHARMANVATI PARISAD
HINDI	HINDI BHASHA PARISAD
CHEMISTRY	CHEMICAL SOCIETY
ZOOLOGY	ZOOLOGICAL SOCIETY
MATHMATICS	MATHMATICAL SOCIETY

For the smooth and effective running of council, a senior member of the concern department is appointed as advisor of the council. Office bearer of the council are nominated on the basis of merit. Each council has its meeting regularly during the academic session. All the departmental councils have organised programmes like-Quiz, Group Discussion, Educational tour, Poster presentation etc.

Placement cell of the college is actively working for the students welfare. Career awareness, motivation lecture and personality development programme are organized by IQAC. A no. of students were placed by the help and assistance of placement all in coordination with the chemical and pharmacy industries.

5. CONCLUSION

Additional Information :

Additional Information

For any institution to grow to achieve excellence, it must introspect its strength and challenges. Though situated in semi-urban area far from the city with very limited resources and catering to those students who already find hard to make their both ends meet, the college tries its hard to maintain its standards and give best to its stakeholders.

The college has overcome many of its short comings while strengthened many of its extending practices. Even being situated in a remote area, it is delivering as per the expectations of the community and the dreams its founder members saw.

A one day workshop was organized by the department of physics to make students of other subjects aware. Two days national webinar was organized on Education - Covid 19 and After : Ideas for new Education Policy with Saurashtra University in collaboration with Shanti Upendra Foundation for Development Initiatives (SUFDI), New Delhi. A no. of webinars were also organized by college on Covid-19, New Education Policy, Research Methodology and others.

The Indira Gandhi computer centre of the college organised a workshop just to deliver basic knowledge of using computers and internet giving alluring presentations. In the current year this type of workshop is again organized by Computer Department under the recommendation by IQAC.

Faculty members were also encouraged to participate in Conferences, seminars and workshop the result visible when a large no-of faculty members of the college from different department participated in seminar, workshops and conferences.

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Water availability was encased throughout the campus by installing water cooler along with RO systems. Ramps were provided wherever needed.

The work of a new ramp is completed now in accordance with the recommendation of the Autonomous peer team, which makes easier to go to Zoology and Geography department.

Placement cell of the college is actively working for the students welfare. Career awareness, motivation lecture and personality development programme are organized by IQAC. A no. of students were placed by the help and assistance of placement all in coordination with the chemical and pharmacy industries.

Concluding Remarks :

We feel extremely privilege to submit this SSR prepared with utmost care and strong inspection. The institute is committed to the philosophy of "Seva parmo dharma" i.e. service itself is a supreme religion and continues to thrive and provide its students with a top quality education. Our institute has been providing quality higher education to the deprived masses, needy and economically weaker sections from rural area of chambal region and achieves excellence through its vision, mission and goals. Adhering to the motto, vision, mission and objectives of the college, we are striving to produce the graduates with scientific and human life. The institution has been providing its best in infra-structure, knowledge and research culture with numerous supporting activities during the last five years. The institute maintained transparency in all aspects like internal evaluation mechanism. For the overall gradual development of the institute, the structured feedback is collected from students, teachers and alumines. To achieve objectives of vision and mission of our institution, college IQAC devloped a fremmwork with the objectives of -

- 1- Contributing to national development
- 2- Fostering Global Competencies among students
- 3- Inculcating a value system among students
- 4- Promoting the use of technology and
- 5- Quest for Excellence

Within this framework IQAC design their polices. The policies planned by IQAC are executed by institution.

To promote quality culture as the prime concern of Higher Education Institutions through institutionalizing and internalizing all the quality-enhancing and sustaining initiatives are being taken by our institution with internal and external support.

Our institution making serious efforts:-

- 1-To develop a mechanism to promote conscios and consistent action plans to improve the acadmic and administrative performance pf the institution
- 2- To promote institutional quality enhancement and sustenance through the internalization of quality culture and institutionalization of the best practices
- 3- Ensuring timely,efficient and progressive performance of academic, administrative and financial areas
- 4- Ensuring credible assessment and evaluation processes
- 5- Optimization of modern methods of teaching and learning.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.4.2	<p>Percentage of full time teachers with Ph.D./D.Sc. / D.Litt./ L.L.D during the last five years</p> <p>2.4.2.1. Number of full time teachers with <i>Ph.D./D.Sc. / D.Litt./ L.L.D</i> during the last five years</p> <p>Answer before DVV Verification : 23 Answer after DVV Verification: 17</p> <p>Remark : DVV has made the changes as per shared list of Ph.D</p>																				
5.1.4	<p>The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases</p> <ol style="list-style-type: none"> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. Any 2 of the above Remark : DVV has made the changes as per shared reports.</p>																				
6.4.2	<p>Funds / Grants received from government bodies, non-government bodies, and philanthropists during the last five years (not covered in Criterion III and V)</p> <p>6.4.2.1. Total Grants received from government/non-government bodies, philanthropists year wise during last five years (<i>not covered in Criterion III and V</i>) (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>22.11</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>22.11</td> <td>10.00</td> </tr> </tbody> </table> <p>Remark : DVV has converted the value into lakhs.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	0	0	0	22.11	10	2021-22	2020-21	2019-20	2018-19	2017-18	0	0	0	22.11	10.00
2021-22	2020-21	2019-20	2018-19	2017-18																	
0	0	0	22.11	10																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
0	0	0	22.11	10.00																	

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations