



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SWA. GULAB BAI YADAV SMRITI SHIKSHA MAHAVIDYALAYA
Name of the head of the Institution	DR SURENDRA KUMAR TIWARI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07285277854
Mobile no.	9424056999
Registered Email	principal.gbyssm@gmail.com
Alternate Email	drsuredratiwari999@gmail.com
Address	SWA. GULAB BAI YADAV SMRITI SHIKSHA MAHAVIDYALAYA BORAWAN
City/Town	KHARGONE
State/UT	Madhya Pradesh
Pincode	451228

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	MRS. AJAB AMANI
Phone no/Alternate Phone no.	07285277854
Mobile no.	9111752786
Registered Email	principal.gbyssm@gmail.com
Alternate Email	ajab52.amani@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.gbyssm.com
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://gbyssm.com/downloads/Academic_Calendar_2019-20.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.48	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC	19-Sep-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Quiz on Environmental Awareness	05-Jun-2019 01	55

Gender Sensitization Programme	15-Jul-2019 02	100
Communication Skills Programme	14-Sep-2019 01	150
Yoga and Personality Development Programme	12-Jan-2020 01	100
National Seminar cum Workshop on Self Defense and Women Empowerment	08-Mar-2020 01	50
Online Workshop on E-Content Development	01-Apr-2020 01	50
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Helped to take Decisions for smooth Academic and Administrative functioning of the College

Took the Initiative towards updating the Faculty, staff and Students in their respective areas

Organized National Seminar cum workshop on Quality of Teacher Education in collaboration with Indian Teacher Education Community

Establishment of Research Center in the College is under process of approval from Devi Ahilya Vishwavidyalaya, Indore

Actively involved in Covid19 Relief activities in the after March 2020

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

Plan of Action	Achivements/Outcomes
Create environmental awareness among Staff and students	Initiated zero waste management in college campus. And focused on green and clean campus.
Prepare for second cycle of NAAC, reassessment	Conducted in house orientation programme on NAAC
Contribute for raising social awareness among staff and students	Conducted workshop and provided training for preparing of Econtent and promote paper less office
Ensure all round development of students	Conducted Program for English Communication Skills for Rural and Tribal Students
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing body	17-Jan-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

30-Sep-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Biometric Function in the college. The details of the Attendance of teacher is provided Through college website. The college library has integrated Library management system.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our institution implements the B.Ed. and M.Ed. curriculum of the affiliating university DAVV Indore our college member of IQ AC is also member of Board of Studies in DAVV Indore in Association with curriculum planning B.Ed. 2 year, M.Ed. 2 Year, B.Sc. B.Ed. 4 year, BA B.Ed. 4 year Ph-D. At the commencement of the the program the institution distribute the syllabus to each student and conducts orientation programme for the new comers. The staff under the leadership of the Principal discuss the entire curriculum and prepare the time table according to the credit given to each course. One of the senior faculty functions as the college coordinator to supervise all practical activities. Dates to complete the academic activities are prefixed and noted in the College calendar by Referring to the University and state government calendar. Teachers are assigned charge of various activities and the same is informed to student. They are responsible for maintaining the report and necessary documents. The principal conduct staff meeting frequently and discuss the program and functioning of various activities and the minutes of the meeting are noted in the Minutes book by the the staff secretary. The principal communicates the information regarding various events in the college to teacher student and administrative staff through official meeting, notice, emails, WhatsApp. The institution encourages teacher to utilized the different resources like library, technological facilities, internet facilities and educational apps to make the learning process effective. The college encourages the faculties to participate in subject meeting, seminar and workshop to enrich experience and knowledge. Flexible time table, pre decided schedule for cultural activities, lab work such as computer lab, language lab, psychological lab, library work and value education are other remarkable step taken by the college's the social commitment, creativity social sensitivity to contemporary issues of student are enhanced through active participation in clubs under the guidance of teacher. The institution gives Full support to the college in Planning and implementing different activities for Student Welfare and is very particular in observing important days and participating in socially useful activities. In order to develop sensitivity to the need of the society, the institution organized program like visiting, special schools, Health Centre government hospitals participating in Swatch Bharat . Last months of this academic year was affected by COVID-19 and thus online and hybrid meeting and sessions was conducted.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Guidance	Certificate	01/01/2020	180	Guidance and Counselling	Guidance and Counselling

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Environmental Education	01/07/2019
MEd	Educational Administration	01/07/2019
MEd	Special Education	01/07/2019
MEd	Guidance and Counselling	01/07/2019
MEd	Curriculum Studies	01/07/2019
MEd	Teacher Education	01/07/2019
MEd	Educational Technology	01/07/2019
BEd	Value Education	01/07/2019
BEd	Futurology of Education	01/07/2019
BEd	Health and Physical Education	01/07/2019
BEd	Guidance and Counselling in School	01/07/2019
BEd	Action Research	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	35	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Education Classes	06/09/2019	93
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Induction programme	93
MEd	Internship at Four Levels	14
BEd	Field Project	93
BEd	Internship	93

MEd	Field Engagement	14
MEd	Dissertation	14
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

<p>Feedback Obtained</p> <p>The feedback about teachers received from the student is given to the respective teachers. Teachers analyze the responses given by the student and find out the strength and weaknesses identified by the students. Based on the feedback obtained teachers prepare an action plan to implement the necessary changes in their teaching for future. Feedback from the teachers includes areas related to their profession relationship with colleagues ethics academic update teaching and relationship with students. The IQ AC of the college analyses the feedback collected from teachers on curriculum and teaching learning evaluation research facilities governance and management. The IQAC points out the strength of the college and the areas where improvement is needed for the faculty members. From the feedback it is observed that the curriculum is rich one and that various areas are dealt with in that focuses on problem solving method and are updated from time to time. However all the faculty members are not fully satisfied with the evaluation procedures and the time allotted for the curriculum transaction by the affiliated universities. The college tries its best to make the optimum utilization of the time limit. Arrangements were made to improve the ICT facilities in staff room and classroom. The feedback from parents and alumni are collected during the PTA General Body. Alumni members are satisfied with the warm welcome and opportunities for regular interaction arranged by the college for them. Parents are proud of the institution, the commitment of teachers and the facilities of the college all have an appreciation for the preparation and planning given to students for cracking TET, SET and NET exam. One of the few grievance put forth by parents was regarding the timings of the B.Ed. classes be ended at 4:30 pm. As per the request of the parents the closing time was changed from 4:30 to 4:15 p.m. The feedback form the employers reveal that our students reflect the motto of our institution. A college with the difference They feel that the teachers from this institution are competent in the subject and emotionally, balance and socially committed. Feedback from the practice teaching school are collected at the end of the internship program each year. The suggestion of the heads and mentors teachers of the schools are analyzed and changes are brought in the practices each year.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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BEd	B.Ed	100	250	100
MEd	M.Ed	50	120	8
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	100	8	13	6	19

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
19	8	10	3	1	10

[View File of ICT Tools and resources](#)

No file uploaded.

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

Faculty mentors play a crucial role in mentoring graduates. Students and their mentors share responsibility for ensuring productive and rewarding mentoring relationships. Both parties have a role to play in the success of mentoring. For graduate students, a mentor is someone who serves as a guide throughout their institutional training. They provide both professional and personal advice to the students. They further give constructive feedback on writing, teaching and other elements of career design. They can serve to help students balance professional goals with their personal lives or give emotional encouragement during challenging times. Each faculty member is the mentor of a group of 6 to 8 students allocated to him/ her by the Head of the Department. Those faculties will continue to be the mentors for the same group of students till their graduation. The teacher mentor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counseling to the wards. Critical issues are brought to the notice of the Head of the Department. The teacher meets the wards informally outside class hours as well and guides them reading their career options. A documented record of the mentoring process is maintained by the mentor teacher and the Head of the Department for reference purposes. When the students enter the college, they get lost in the crowd with too many students in the same class coming from different backgrounds these students face stress of complex course, peer pressure, and emotional immaturity. Therefore, it is the need of the hour to intervene and introduce mentorship program to this vulnerable group. This practice helped a lot at the time of Pandemic when the teaching-learning shifted to online mode from the traditional classroom teaching. Mentor-mentee process helped a lot to provide guidance and support when required by the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
108	19	1:6

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

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

20	17	3	2	6
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2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr.Surendra Kumar Tiwari	Principal	Swami Vivekanand Sahitiyik Sanstha and Maharshi Ved Vyas Sewa Samiti Kasrawad
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	Nil	4 semester	25/06/2019	11/06/2020
BEd	Nil	4 semester	25/06/2019	30/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The responsibility of the internal assessment is invested on the course coordinator and the college coordinator. The principal verify all the documents. For theory examination on the percentage of total marks given. Internal assessment of all components of theory course are published before the commencement of University Examination and are acknowledge by the student at all level. All details of internal assessment are kept in the college for 2 year.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college has a a comprehensive academic calendar cum workbook which is annually updated. The calendar is planned and prepared after exhaustive meeting of the faculty where in all scholastic and Co scholastic activities for the current academic year are decided. The schedule in the calendar is strictly followed for conducting the various academic events including examinations. The multi-level and systematic Evaluation process is practiced in the institution. External Evaluation of all theory course are done by end semester examination conducted by the university. External Evaluation of practical course in the III and IV semester are done by the examination board constituted by the University. All the documents and record pertaining to practical course are made available before the external examination board constituted by the University. Internal Evaluation of theory course shall be done by the two class test and the related practicum. The personal information, time table and academic calendar, monthly abstract, details of work engaged, extra work done, teaching notes content and learning experience of the entire course, attendance of student, internal assessment of student, percentage given to student with respect to assignment, seminar, project, text paper, attendance and a sample sheet for calculating internal assessments etc. are included in the teachers

diary and work record. Practice teaching in schools is a systematically planned and well arranged activity and is noted in the academic records .

2.6 – Student Performance and Learning Outcomes

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

<http://gbyssm.com/programmes.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nil	BEd	Education	96	93	96.87
Nil	MEd	Education	8	8	100

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2.7 – Student Satisfaction Survey

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

<http://gbyssm.com/students-satisfaction-survey.php#>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	Gulab Bai Yadav Smriti Trust Borawan	1	60000

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
IPR and Patents	Education	06/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Education	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	UG	20	00
National	PG	25	5.0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Monograph	1
PG	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	00	00	2019	0	00	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Null	0	0	00

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	10	6	0
Presented papers	3	5	0	0
Resource persons	0	1	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Institute and Alumni Association	2	70

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
swachhta action plan by Institution	Mahatma Gandhi National Council of Rural Education, Govt of India	Mahatma Gandhi National Council of Rural Education, Govt. of India	93

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Awareness Program	Institution	covid -19 awareness program	13	107
Cleanliness Programme	Institution	Swachh Bharat Abhiyan	15	60
Gender Equality	Institution	Awareness Program	12	55

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
National Seminar	Teacher and Student From Various colleges	Indian Teacher Education Community	2
Video Audio Recording	M.Ed. Students	Institution	5
Teaching Learning through Google Classroom Workshop	B.Ed. ,M.Ed. Students	Institution	7

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Field engagement	M. Ed.	1. Umiya Kanya Shiksha Maha vidyalaya Mandleshwar, 2. Govt High Secondary school golwadi 3. Govt High Secondary school Aand Nagar Khandwa 4. Govt High Secondary school Barud 5. Govt Girls High Secondary school Khargone 6.	05/07/2019	17/08/2019	Student of M.Ed 2017-19 Session
Internship	B.Ed. Third Semester Internship	1. Govt Middle School Kasrawd 2. Govt Middle School borawan 3. Govt Middle School Servardewla 4. Govt Middle School sawada 5. Govt Middle School pipalgaoan 6. Govt Middle School lohari 7. Govt Middle School Selani 8. Govt Middle School Dedgaon	20/09/2019	31/12/2019	Student of Session 2017-19 Batch
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
DELNET	05/02/2019	LIBRARY AUTOMATION AND ACCESS OF LIBRARY RESOURCES	320
C.V.RAMAN UNIVERSITY	17/01/2019	COLLABORATION OF ACADEMIC ACTIVITIES AND RESEARCH	320
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.5	1.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Seminar halls with ICT facilities	Newly Added
Video Centre	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Grantham	Fully	First	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text	9441	940500	1094	20000	10535	960500

Books						
Reference Books	240	175000	0	0	240	175000
e-Journals	340	11500	0	0	340	11500
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	45	35	2	2	1	6	2	100	0
Added	2	0	0	0	0	0	0	0	0
Total	47	35	2	2	1	6	2	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1.5	1.5	1.5	1.5

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

The quality in teaching learning process is maintained by adopting appropriate policies and procedures for utilizing the infrastructure facilities of the college. The infrastructure facilities and other learning resources of the college are used very well for the teaching learning process .The college is equipped with adequate facilities for accommodating the needs of students Faculty and administrative staff the college has a well maintained computer lab

Wi-Fi facility in network computer and printing facility visualizer ,printers ,LCD projectors, White boards, and green boards. LCD and LED projectors are effectively used in regular classroom teaching where learning is more comfortable and comprehensive. Interactive whiteboard enhances the effectiveness of classroom instruction and learning The M.Ed. students uses SPSS statistics based 2.8 ,IBM for analyzing and interpreting their data collected from their thesis using SPSS license software available in the library. The library supports the academic needs of the student, research scholars and Faculty of the college by providing information resources such as books ,journals periodicals ,CDS proceedings ,reference , project reports, all india educational journal research, Ph.D. thesis, Buch survey N.C.E.R.T, NCF 2005 all volumes, foreign writers research book, psychological tool and tests and apparatus. The college subscribes to the National DELNET membership and information services infrastructure for scholarly content N- list. The digital library of the institution can be assessed through the local area network(LAN) within the campus. The library has an organized collection of thesis of M.Ed. students, publication of teachers, subscribed and open-access e -journal, collection of teachers, digitized books, educational articles, various Commission reports, question papers of Bed and Med, seminar proceedings etc., Laboratory facilities. The students and Faculty of the college have optimally utilized the Well maintained Laboratories such as computer lab, , Technology lab, psychological lab, science lab and language lab. work experience lab, Physical and health department of the college is very active and encourages students to participate in various activities such as yoga, aerobics, sports items etc. Last month of the semester was affected by the Pandemic nd thus required changes were made.

<http://www.gbyssm.com/library.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor Fund Collection Scholarship	2	50000
Financial Support from Other Sources			
a) National	MP TASS PORTAL SCHOLARSHIP PORTAL 2.0	54	1313400
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language Lab	23/12/2019	93	English Teacher
Remedial coaching	22/08/2019	70	Faculty of College
Art and Drama	28/06/2019	93	Fine Art Teacher
Personal	14/05/2019	125	Teacher in charge

Counselling			and Principal
Extension services and Value Education	03/01/2019	93	Assigned Teacher
Womens counselling	15/02/2019	93	Assigned Teacher
Eco Club	28/02/2019	120	Teacher in charge
Mentoring	19/03/2019	98	All Teachers
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	UGC-NET, SET, C-TET, MP TET, Coaching	105	90	12	80
2019	NET	10	8	2	2
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Mumbai Top 30 Academy Pandhana	46	6	Priyadarshni Higher Secondary School, Borawan	35	4
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	8	B. Ed., M.	Education	DAVV	M. Ed.

[View File](#)

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

Items	Number of students selected/ qualifying
NET	2
SET	2

[View File](#)

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

Activity	Level	Number of Participants
Sports Day	College Level	80
Art fest	College Level	76

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Best Folk Dance	National	Nil	1	50	Rachna , Shalini, Rakhi Rajawat and Group

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

New admissions and campus orientation was held on 31 July 2019. Hawan and poojan, inauguration by the secretary of the college. Talent Hunt competition was held in on 19 August 2019. Teacher Day celebration was on 5th September 2019 in college campus by student. On 23 August 2019 Inter house quiz/ speech/ essay/painting competition was held for a week in the month of September 2019. In month of October 2019, Deepak decoration competition and rangoli competition and folk dance competition was held in college campus. Mehndi competition, was also organized by the institute. In the month of February 2019, a debate competition was held which was very appreciable. Later cleanliness drive in the college campus was organized. Its Motto was clean India Green India Followed by this in month of February 2020 clay modelling competition was organized. In month of October, Rakhi making competition was also organized. Health awareness programme was held in month of February 2020 which was found to be beneficial for both students and teachers. In the first week of February 2020, scout and guide camp was organized by college. Some activities were cancelled due to lockdown in the month of march 2020. Some were managed to be organized in online mode.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

600

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

10000

5.4.4 – Meetings/activities organized by Alumni Association :

Annual General Body Meeting Three

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution follows decentralized and participatory mode of decision making, for effective management The Apex body of the college administration is the governing body consisting of Manager, Principal, senior faculty, and nominee of the retired faculty. The governing body meets thrice a year as needed. The principal present the report of college activities before the body. The body review the report, discuss and gives valuable suggestion. The next level of the Management is the college council , whose members are the principal and senior member of the faculty. The college also has a steering committee to implement the decision taken in the governing body and college counselling and ensure smooth functioning of the the college. The next level included the principal, Faculty and Staff. The principal conducts regular meeting of the faculty and staff to discuss various issues related to the academic and non academic functioning of the college. The next level is the student union which comprise the elected representative of the student community. A member of the faculty is assigned the duty of student advisor who act as a link between the student Union and the faculty. The member of the faculty are assigned duties of the various committee and clubs. The student support programs are carried out under the strong support and guidance of college management at the beginning of the Academy year. Members of the faculty meet under the leadership of the principal and decides the scheduled for the academic year and assigned various duties to different faculty. The teacher are the convenors or member in various academic and non academic committee and clubs of the college. Member of the administrator staff is also member of various committee and clubs. Student union organizes various programme under the leadership and guidance of the staff advisor. Union associations like PTA and Alumni supports the college through supply of funds and expertise at various occasion. All details regarding the office bearers are mentioned in the academic calendar.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	24 Encyclopedia, 58 dictionaries, rare and refresher books of foreign author, project in English, IBM SPSS research statics 28.0 license software,

DELNET fully automated, books and journal related to career guidance and competitive examination are available , bar code, printer, bar code reader, photostate machine , system for internet browsing .

Teaching and Learning

ICT incorporated teaching Google classroom, flipped classroom, blended learning, peer tutoring, assignment social service and project, faculty and students have enrolled in MOOC courses and taken exam on online learning platform like Swayam. Coaching for competitive exam like TET, SET and NET, remedial classes for weak students, field trip and study tour, education camps where organized

Curriculum Development

As our college is the affiliated college we implement the curriculum design by the University. The university invite our faculty to participate in the curriculum revision workshop. One of the faculty is member of the Board of Studies, DAVV Indore. All member of the faculty participated in the review of the two years B.Ed. and M.Ed. programs. The curriculum review committee for the B.Ed. and M.Ed. program.

Examination and Evaluation

Conducts periodic test. Internal assignment by respective course coordinators are taken up. The standard of the internal assignment is processed by the college coordinator and the principal. College also conduct model examination, semester examination and Practical Examination. It also conducts unit test, written and viva voce as model Exam. They also discuss previous year question paper. Before examination display of internal marks based on a well-structured Evaluation process is done by the course coordinators. Later student are classified into various categories and individualized attention is provided. Examination and Evaluation stages of the institution are mentioned in the academic calendar, which is prepared in accordance with University and government calendar.

Research and Development

The college has MoU with Study Centre, Indira Gandhi National Open University (IGNOU), New Delhi. The courses are certificate in guidance and Counselling, B.Ed. and other educational courses. MOU from two or

three Universities are under process. One of our college faculty is pursuing D.Lit. in Education. Institution give due importance to the faculty and provide opportunities for their professional growth in all respect. The college permits the faculty to participate in refresher/ orientation and other short term courses conducted by UGC HRDC. It also allows the college faculty to attend National and International seminar, workshops, and conference. Promotes for Publication.

Human Resource Management

Professional development of teachers through research activities, and research guidance is carried out at the institute. The college effectively utilizes its rich human resources, viz, the faculty, and staff . The college functions through various bodies like the IQAC, College council, Governing body, steering committee, PTA, Alumni Association, and various other committees, etc. The Alumni association and PTA actively participate in the smooth functioning of various scholastic and co-scholastic events. The college IQAC encourages and makes provisions for the professional up dation of the faculty and staff. The institution recognizes its students as the most important resource for the future of the nation building. It provides all opportunities for the all round development of the students not just academic but also arts, drama, crafts, yoga, sports, social extension activities, etc.

Industry Interaction / Collaboration

The college has collaboration with 18 schools in the neighborhood. They are the cooperating schools during the internship programme. Induction and internship programmes are conducted in collaboration with these schools. The faculty are often invited by these schools as resource persons to deliver motivation talks for students and parents.

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

E-governance area	Details
Planning and Development	The college council and steering committee under the leadership of principal conduct or discussion regarding the development of college. On the basis of the decision made in the Council and steering committee the

academic calendar committee prepares the action plan for the academic year. The draft of this action plan is circulated among all the faculty members for the modification of the academic calendar.

Administration

Information for Deputy Director Collegiate education and university level are conveyed to all the member of the college through email and published in our website. Biometric attendance terminal for all the faculties. Academic calendar made available to the faculty and students through websites.

Finance and Accounts

Students' stipend and scholarship are provided through e- grants websites run by the state government of Madhya Pradesh. The college ensures periodical financial auditing by authorized agencies. The institution prepares financial statements annually and the same helps to carry out the financial audits.

Student Admission and Support

The admission procedure is purely merit based and takes place through the mechanism adopted by the MP Higher Education portal. The selection procedure is done on the basis of merit of the students and different counseling rounds are taken up by the MP higher education online portal. Special facilities are provided for the minorities, etc. Along with this, college has constituted different cells such as SC/ ST Cell, Grievance redressal cell, anti-ragging committee, and function to provide the necessary student support. The college website provides all the details of the constitution of the various committees and cells functioning in the college.

Examination

Internal marks are published as per the rules and regulations of the university. University exam/ semester examination dates are noted in the academic calendar and published on the web site. The internal marks of the theory courses are published prior to the conduct of the University examination. Students can convey their grievances related to the internal marks with the concerned authority like Principal of the Institute, Course coordinators. There is well established mechanism for redressal of grievances

related to internal marks of the students.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr Surendra Kumar Tiwari , Sural Narve , Manoj Kaushle , Kundanlal Verma , Tripti Gupta , Sarita Amle , Manjulata Gupta	COM-Feeders Group Of Institutions , INDORE	Nil	4500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Re-defining Teacher Education in Times Covid-19	Nil	20/06/2020	20/06/2020	1	Nil
2020	Creating Tech Savvy Teacher For Future Classrooms	Nil	06/06/2020	10/06/2020	1	Nil
2020	Workshop on Personality Development and Leadership Skills	Nil	25/07/2020	31/07/2020	1	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

FDP on Cyber Security in Education	1	17/08/2020	21/08/2021	4
National Workshop on NSS and Student Development Officers	1	01/07/2020	03/07/2020	3
Five Days Workshop on Research Methodology, Stride task group by MANUU	2	17/08/2020	21/08/2020	5
Orientation/ Induction program	2	26/06/2020	24/07/2020	30
Refresher Course	1	07/07/2020	20/07/2020	13
Refresher course on Research Methodology	1	02/09/2020	15/09/2020	13
FDP on Innovative Learning Methodology	1	06/07/2020	10/07/2020	4
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	00

6.4 – Financial Management and Resource Mobilization

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

Institution conduct internal financial audits regularly: yes internal audit is done regularly by the management. management gives a report

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Gulab Bai Yadav Smriti Trust Borawan	2100	Scholarship/Financial Reward to M.Ed. Topper
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Management And Principal
Administrative	Yes	CA	Yes	Management And Principal

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

Donate Books for College Library Distribution of Masks in the nearby villages
Assisted college students to learn technology due to pandemic

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

Five staff Attend one or Two day workshop on Institutional Quality Improvement research and Role of ICT Based Administrative and Management In higher Education Organized by DAVV Indore in Collaboration with UGC

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

Successfully applied for Research Centre Affiliation from the University Staff and Faculty promoted for continuous professional development, participated in research workshop, conferences and faculty development programs Personality Development and Communication Skills Development programs and workshop were successfully organized for students

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Workshop on Revised Format AQAR for NAAC	20/01/2020	27/04/2020	27/04/2020	54
2020	Orientation programme on SWAYAM learning Platfrom courses and enrolment of students and faculty in MOOC Courses	20/01/2020	10/12/2020	10/12/2020	68

	advantages and disadvantages	and contribute to local community					
2019	1	1	03/12/2020	01	Astha Gram Ashram, Khargone	Serving the children	45
2020	1	1	04/05/2020	1	Distribution of Sanitizer and Masks	Health and Awareness for Pandemic	15
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Various Stakeholders	07/07/2019	Code of Conduct for Principal, The Manager and the Board of Management monitor and ensure that the Principal upholds the prescribed code of conduct and values which states that the principal should be a dynamic, committed, impartial, cordial and ethical leader who convenes meetings of statutory and non - statutory bodies, monitors curricular and extracurricular activities, supervises the maintenance of the campus infrastructure, ensures rapport between the management and the Campus Community, addresses the grievances and insists on discipline , punctuality and accountability. Code of Conduct for Teachers, The Manager and the Principal monitor and ensure that the teachers uphold the prescribed code of conduct and values which states that they should be pleasant, refined, industrious, devoted, cooperative, impartial, affectionate and non - judgmental. Their in and

out of classroom performance and mastery over subject, knowledge of current affairs and updating of qualitative embellishments is also closely monitored, and if need be, are called in for an interface where they are convinced of the need for change. Code of Conduct for Students, The Manager and the Principal oversee the implementation of the prescribed Code of Conduct and values for the students with the help and monitoring of the faculty, and the cooperation of the student union and student leaders. It is ensured that the students follow the rules and regulation specified in the Handbook, wear ID Cards, are punctual, respectful, compassionate, environment conscious and socially committed.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Education Day	11/11/2019	11/11/2019	97
Gandhi Jayanti	02/10/2019	02/10/2019	107
Independence Day	15/08/2019	15/08/2019	94
Republic day	26/01/2020	26/01/2020	109
National Youth Day	12/01/2020	12/01/2020	91
World AIDS Day	01/12/2019	01/12/2019	101
Yoga Day	21/06/2019	21/06/2019	105
World Environmental Day	05/06/2019	05/06/2019	102
Teachers Day	05/09/2019	05/09/2019	115
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

College has participate in Swachhata ranking organized by by UGC . Institution has taken steps to manage solid, liquid and E-wastes. There are two types of solid wastes, Biodegradable and non Biodegradable waste is allowed to degrade or decompose in large pits. Non Biodegradable waste like plastics are not

allowed in the college campus. College campus is plastics free campus. Dustbins are provided throughout the campus. Throwing the waste anywhere is strictly prohibited. Use of plastics bags and other articles is discouraged within the premises of the campus. Liquid waste management the college has a good drainage system. The nature club of the college spreads awareness about the green protocol and waste conservation among the staff and students through posters, organizing mimes, skits and observance of days of environmental importance.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practices- 1. Title of the Practice: Establishment of Sustainable and Green Campus: Zero Waste Management for the present academic year 2. Objectives of Practice: • Train students teacher to become protectors of Nature. • Transform classroom from knowledge into life application • Importance of sustainability in human society 3. The Context: • The 'Zero Waste management' and paperless e-governance 4. The Practices: • Environment related activities, cleaning campaigns are regularly arranged • Planting and greening drives are conducted by the environment clubs • Active participation in Swatch Bharat Abhiyan by MHRD, • Clean and green campus to be practiced in each sort of activities, curricular and co curricular • Green Campus with fruit trees, ornamental plants, medicinal garden, space for cultivation • Well developed herbal garden • Well developed medicinal plants • Well developed ornamental plants • Celebration of environment related days • Use of bio-control agents like bio- pesticides, bio - fertilizers etc. • Promoting the awareness among nearby villages for the same practices. •To create awareness about effective waste management. •To practice zero waste management in the campus to educate students about clean Environment 3.The Context of Sustainable development has become a central element in the works of national and international concerns. The perspective focus is on protecting the environment and society. So waste management is a sensitive area for Educational institutions. 2. Title of the Practice: Working for quality research culture in the Institute 2. Objectives of Practice: • Imbibe enquiry skills among students of B.Ed. and M.Ed. • Take up projects topics at B. Ed. level which helps to get useful data for future planning • Take up dissertation topics which are currently important for the society • Research and dissemination be promoted by the faculty of the institute •More research projects and activities be conducted at the institute. • Applied for Research Centre from the affiliating University. • Institute is working for MoUs, collaboration for national and international linkages. • Institute has its own Journal NERI for providing platform to the faculty and students for publication • Institute has applied for Patents • Institute is continuously working for organizing research seminars and workshops to sustain the culture of research. • Thrives to carry out quality research work. 3. The Context: • Seminars, workshops for teachers as well as students be arranged 4. The Practices: • Seminars and workshops conducted • Faculty of the institute motivated to participate in various programs • Inhouse meeting conducted to discuss about the various topics and policies

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gbyssm.com/best-practices.php>

7.3 – Institutional Distinctiveness

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

Zero waste management For creating awareness about effective waste management and practice zero waste management in the campus. To educate students about

clean environment through zero waste management. Waste management is a sensitive area for institution. All the student and faculty member are encouraged to carry steel lunch boxes. The college promotes use of paper and cloth bags. Nature club is active and arrange for there is a campus cleaning activities every month. The college has a well maintained lawn which help natural rainwater harvesting. Staff and students are encouraged to save electricity. Thus college has a green and eco-friendly campus. There is lack of awareness about waste management and Financial restraints also exists.

Provide the weblink of the institution

<http://gbyssm.com/best-practices.php>

8.Future Plans of Actions for Next Academic Year

The following plans for future 1.Approval of Research Centre by affiliating University 2. Urkund Plagiarism software for library 3.Next year AQAR preparation by the college 4. To enhance E Learning 5. Adopt a small area in near locality for serving the economically weaker section of the society. 6. Create awareness among the local community for good health and precautions to be followed during pandemic 7. Conduct extension activities related to health for the public such as free medical checkup, 8. Published six monthly newsletter of the institute 10.Develop effective waste disposal facilities at college.