

Executive Summary

1.1. Introduction:-

Sanjay Gandhi Smriti Govt. Autonomous Post Graduate College Sidhi (M.P.) established in 1960, recognized under section 2(F) and 12(B) of the UGC Act in the year 1968 is a lead college of district Sidhi (M.P.) affiliated to A.P.U. University Rewa (M.P.). The College is situated in the district Sidhi having 38 Acre lands where various building and sport ground exist. The built in area encompasses one two stories big building (New building) that comprises various department central library class room and administrative office, another buildings with few department and other office another one(old building) comprises class room and commerce faculty/ department. In the campus other independent building are also exist for virtual class rooms, sports department and hostel buildings etc.

A multipurpose auditorium with a seating capacity of about five hundred (500) are also available in the campus has been established.

The central library in the big hall, along with separate reading room for students, and faculty members in the first floor of new building.

The central library in completes automated and well stocked with 66553(Text and reference books) books 16 journals/magazines which are accessible to all, and all connected with LAN with the reading room sufficient desktop computer has been installed in the reading room for students, and faculty member both to e-access the books they need to read.

Code of professional ethics guide all stake holds of the college about its principal of integrity, accountability, inclusiveness, commitment and sustainability. And all the stokeholds work within the institutional policies and practice so as at satisfy the vision and mission of the college.

The college practices a well-structured system of mentoring to provide guidance to the students in not only choosing the right career path but also towards making them confident for serving the society and nation.

The college through its various programs (organized by NSS/NCC/Sport/Youth festivals and various other programs) makes the students conscious of their social responsibility and awareness and sensitivity toward the upliftment of the underprivileged section of society.

The college having about 7000(seven thousand) students (In the session 2020-21) mostly belongs to SC/ST/OBC category, are being imparted quality education as a means of empowering them in all wake of life so that they may fulfill the aspiration of building and making India of forerunner on the global map.

Vision:-

The vision of the college are reviewed and redefined in view of changing national and global trends in education. Goals are set to attain the objectives enshrined in national policy for the higher education.

In the present context the vision of the college is to be global leader in education and a valuable partner in the evolution of a just, humans and inclusive society in India.

The vision of the college defines its educational policy inclusive of the direction/guidelines provided by the department of higher education and affiliating university from time to time of its inception till date.

The college with its best efforts always promotes the values of mutual trust, team work, and social awareness sharing of knowledge skills development creating vibrant society.

The main strength of the college rests on providing quality education to large number of students, where most of the students belong to ST/SC/OBC categories, so as to enabling them to make a significant contribution in all sphere of national and global development.

The college while making its policies its overall development always follows dialogic process with its stakeholder for collecting feedback from students, teachers, alumni, employers, parents and non teaching staff.

At SGS Govt. Autonomous P.G. College we always appreciate, respect and promote the perspectives, rights and dignity of each individual.

Mission:-

The college caters to the educational, social, cultural and economic needs of the society. All these characteristics are reflected in its policies. High quality educational programs and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the value and principle of inclusion, responsibility and social accountability.

The college believes that all aspects of education focus on the core values of contributing to national development while keeping in view the philosophy of having professional ethics and a sound uniform ethical conduct.

The mission of the college is not merely limited up to the class room teaching but to reinforcing the value of love, compassion, equality and justice at all level.

The college aspires to produce academically oriented, sensitive and responsible citizen who may contribute forwards making the world a better place.

SWOC (Strength, Weakness, opportunity and challenge):-

(1) Institutional Strength-

The main strength of the college rests on providing a gender sensitive and empowering education which assist students to realize their potential and self worth and enabling them to make a significant contribute in all sphere of national and global development.

The college follows the process of transparency, with all stakeholders for collecting the feedback from students, parents, teachers, alumni and non teaching staff and feedback analyzed and implemented adhering with the directive given by department of higher education, U.G.C. and affiliating university.

College has a “Zero tolerance Policy” towards sexual harassment and always uphold the dignity and worth of every individual particularly its. Young students’ community members of the governing body/ (Executive body of Autonomous setup) are eminent and experienced academicians and administrators who contribute substantially towards quality enhancement.

The college admits students from diverse section of society (SC, ST, OBC, and Gen) which promote a multicultural ethos on the campus.

An active I.Q.A.C. plays a central role in monitoring, augmentation and sustenance of the overall quality of the institution.

College has a vibrant ecosystem of research activities, which our faculty members create, generate and sustain for national and international interest.

The placement cell of the college annually organizes the employment fare with the guidelines of the department of higher education and with the help of district administration, where various companies Joins and provide job to our students.

The college also provides opportunities to students for internship, project work, field work etc. which also help them for their employment.

(2) **Institutional Weakness-**

For the enhancement of institutional growth and overall development, the member of permanent teaching staff in the college needs to be increased.

The college has limited resources for adopting the fully equipped (ITC) smart class room, more over more scientific instruments also needed for enhancing the research activities on campus.

The college being a government college run by department of higher education government of M.P. and hence bound to follow. The curriculum devised by government therefore college itself cannot design the syllabus.

The college is funded by state government but has limited financial resources to cater to the growing academic need and expansion, up gradation of campus facilities.

(3) **Institutional Opportunities-**

The college provides ample scope to promote and create a more harmonious and peaceful world through its students who are groomed to be agents of social transformation in keeping with its vision.

Highly qualified, efficient and committed faculty members, who are capable of organizing and conducting seminars, workshops conference is an added opportunity to further partner with eminent institution nationally, to carry out certificate/ diploma program, add-on course etc. This will certainly provide the scope to create more teaching learning material and contribute to the various field of education.

Looking to the current need to the society college can initial professional and job oriented courses.

Senior and retired faculty members are equipped with knowledge and experience to train and conduct F.D.P. that induct the younger generation of students and faculty into high quality of teaching-learning skills that ensure the value addition in our academic environment.

The alumni also help us towards creation of best academic environment with financial help too.

Over the year college has developed its own credibility and established strong bonds with alumni small scale industrial partners, intellectuals, senior's citizen, parents of our students and peoples representatives for the overall development of the college.

(4) **Institutional Challenges** –

The college offers various UG and PG program (B.A./M.A., B.Sc./M.Sc., B.Com./M.Com. and diploma/certificate courses) along with research facilities in seven subject. The admission in graduation (UG) Ist year, and post graduation (PG) Ist semester controlled by department of higher education through its portal online while admission in rest classes done online by college itself.

The examination controlled by the college itself through its EMS (Examination Management System) online. Therefore the main challenge before college are the admission at entry level (done by government) and fulfilling the infrastructure need arises and to provides quality education to all admitted students.

The initiation of any new academic program (such as job oriented certification/diploma course etc.) requires a long and complicate procedure for getting permission from multiple authorities which often delays the process.

The demand ratio for certain programme/courses is high which loads to mismatch between the intake and the institution capacity.

The present day education and transformation in the social values loads towards a challenge to the college administration.

Criteria Wise Summary

Curricular Aspects –

- (1) Being a Govt. College, it follows a predetermined syllabus, provided by department of higher education Govt. of M.P. However being a Autonomous college, only of P.G. level 20% part of syllabus may be changed by college as per U.G.C. norms, despite this the college innovates within these established academic structure a commitment to provide holistic development for its all students.
- (2) Academic processes are stream lined with academic calendar (provided by department of higher education) time table, work load and other administrative task prepared well in advanced by college before starting teaching session.
- (3) The faculties said to use ICT tools for the modern teaching learning process while students always instructed to use well equipped library for enhancement in subject related knowledge.
- (4) Our faculty members regularly update their subject related knowledge, through attending, orientation, refresher courses (organized by Academic Staff College of various universities) faculty development program, curriculum reviews, evaluation and participation in different decision making bodies the college.
- (5) The students facilitated with experimental learning such as science lab, computer lab through internship projects filed trip etc.
- (6) For providing the professional educations/skill college also runs diploma/certificate courses and certain diploma courses also being run based on regional need.
- (7) College also runs remedial classes for slow learners and ensure participation of all students, towards sports, NSS, NCC and for youth festivals to enhance their overall personality.
- (8) The IQAC conducts taking feedback from students regarding syllabus, completion of courses and suggestion which help college administration during the policy makes time. Feedback taken

through questionnaire offline or online collected analyzed and report handed over to the principal for further proceeding.

Teaching learning and evaluation –

- (1) Right from admission, the college follows a well administered and transparent procedure with ease of availability of information on our website while admission done. Online with the help of portal developed by department of higher education, but grievance/admission committee at college level facilitate students about any admission related problems.
- (2) The faculties follows both conventional and advanced teaching methodology while during (Covid-19) pandemic period faculties taught online making small what's app groups and providing Google meet link to the students.
- (3) Teachers in the college, runs remedial classes for slow learners and also provide individual support special attentions to students with special needs.
- (4) The students belongs to SC/ST/OBC categorist provided free books, stationers various scholarship etc, so that they can meet out the expenses occurred for up grading their learning levels.
- (5) Students are assessed on a continuous basis through CCE exam conducted twice in a year for (Annual system examination) U.G. classes and once as a mid sem. exam for P.G. classes for semester systems examinations). More one, they also assessed through various innovative and reformed techniques such as group discussion, assignment, analytical test practical and projects.
- (6) Students are given multiple opportunities to succeed through internal assessment (CCE) students are encourage ad guided to improve their response with more than one attempt at times an online system helps students to view their marks at the end to each semester after their end of annual examination.
- (7) The robust evaluation process is not the only parameter to assess the integrity of the teaching learning process, there is also a

online/manually feedback system in place which is analyzed and addressed to ensure quality encasement.

Research innovation and Extension:

The I.Q.A.C. organizes departmental meeting with faculty members who are valued in research activity, and guiding research scholars to promote research work as well as to get published their research output into reputed journals.

In the staff council meeting, the principal always motivates all the faculty members for taking up more interest in the research work, specially the research work related to its relevance for society. Moreover, the faculties are also suggested for attending National/ Regional conferences, workshop etc. for enhancing their subject related knowledge.

During Covid-19 pandemic faculty members also organized the remains webinar attended many webinars, and I.Q.A.C. Cell, Sports, Department and career counseling cell also organized the National Webinars.

The research journal of the college named “Vicharika” also published the research paper of faculty members, but due to pandemic, the publication could not be done but it will be resumed shortly. The research paper published by the faculties has been listed and available on college website.

The extension activities are organized by various society/Committees, such as NSS/NCC/Sport/Youth festivals/Cultural activity/personality development program/environmental society/Departments etc., to sensitize students about social realities and challenges. Almost all students ensure their involvement in above mentioned various activities. Activity list and various related photographs are also available with college website.

Internship and fieldtrip are encouraged to strengthen experimental learning.

College administrative also trying its best to do M.O.U. with premier institution of National repute, for strengthens the academic label of teachers and students both.

Infrastructure and Learning Resources:

The college campus consist various building, the old building runs commerce faculty and the New building is bigger one where various departments and administrative section has been established.

The campus also has hostel building, canteen, auditorium, sports, building, science block building and sport ground in the campus. The new building is architecturally designed. Which are much responsive to the environmental concern, where inside and outside the buildings, sufficient greenery has been maintained. The new building also having specific assess (ramp) for differently abled students.

The few teaching class rooms have been equipped with ICT facility and institute trying its best to do the same with all class rooms computer labs are also having much number of desktop computers, for imparting practical work related to computer courses.

The institute having central library and reading room where e-access for all books are available for both teachers and students.

The auditorium building with a capacity of 500, facilitate students and college administration to organize various/different activities.

The college also takes pride in its comprehensive sports and fitness facility the outdoor sport ground where football, cricket, hockey, and yoga activities done well while indoor arrangement includes T.T. hall, Judo and chess etc.

Additionally a canteen opens for all to cater the need of students/staff. Where food/Tea etc. is available and checked regularly to maintain quality of the product by principal appointed committee.

The college has a rooftop solar plant which serves the college for minimizing its Viji bill.

The college ensures regular maintenance and upkeep of all facilities through its various committee periodically.

Student Support and Progression:

The college facilities the students through its various students centric financial incentives and welfare measures.

The college provides number of scholarship to the students of all categories (i.e. SC/ST/OBC/Gen) such as (SC/ST/OBC) scholarship, Gaon ki Beti, Pritibha Kiran, Vikramaditya, Yojna, Medhavi Students etc. by state Government and central sector scholarship by Central Government.

The college also runs Remedial classes for slow learner and also supports marginalized students through way for continuation of education to reduce the dropout rate.

In addition to financial support college has active students grievance redressal mechanism that help them seek redressal for complaints including complain related to sexual harassment and ragging etc.

As the number of students seeking admission to undergraduate and post graduate classes has increased over the last five years, there have also been a significant number of student's pursuing higher education and research work in India.

The placement cell facilitates the students for jobs, through organizing job fare every year with the help of district administrative and funded by department of higher education.

The college also facilitates student's representation in various administration and co-curricular activities.

The institute has various co-curricular cultural and sport activities to ensure the holistic development of the students while students actively participate in extension activities through NCC, NSS, and Youth Festivals etc.

During last five years (excluding year 19-20,20-21), the college has been bagging trophy in sport, selection of students in university and state label team reflecting the pride of our college.

Governance Leadership and Management:

College has a transparent and multilayered governance system. The governing body and staff council of the college meets on a regular basis to discuss issues related to the overall development of the institution.

The staff council meetings discuss and finalized the effective planning and implementation of teaching- learning and administrative programs, students representation also ensured during making to teaching-learning program policies and its implementation.

As per department of higher education rules and instructions college implements all those along with other student's welfare scheme too.

College organizes various meetings with teaching and Non teaching staff periodically for proper governance at college level for all the schemes.

College level governance is marked by transparency, inclusivity and accountability. Feedback from various stakeholders like students, teachers, parents, employers and alumni is taken either offline/online through feedback forms. It is then analyzed and appropriate action is taken and shared with apex body at college level. The staff council and IQAC monitor the quality of the teaching-learning process while the management facilitates smooth function of teaching and support system.

The academic audit, financial audit, green audit etc. is also conducted regularly.

Teachers are encouraged to carry out a self-appraisal every year so as to gain insight into the effectiveness of their teaching style and its impact on students, along with this each employee (teaching/non-teaching) fill in an annual performance appraisal report (APAR) and submit it to the concerned authority.

The grievances of students are also heard by the grievance redressal cell under the chairmanship of the principal and resolved within the scheduled time frame.

Institutional value and Best Practice:

- (1) The college best practice to keep, “clean campus” by adopting various measures to build an environmentally sustainable green campus. Where we maintain the plastic free, produce minimal waste, conserve energy, and protect biodiversity and creating greenery in the campus. Energy saving is being done by rooftop solar plates established with the help of department of higher education.
- (2) Among the best practices the course outcome of all programs and program outcome along with participation of students in all activities of our all most all the student stands with best performance which noticeably enhance the overall skills that help our students during their placement.

(3) College responds to the need of differently abled persons with the help of ramps and wheel chairs.

(4) We enhance the value based various activities like, cultural, youth festivals, socioeconomics diversities through various committees.

(5) We also educate students about their fundamental rights and duties through various programs organized by departments.

(6) College also faster a code of professional ethics and conduct for students, teaching/non-teaching staffs to promote the core value of the college.

(7) Among the best practices the campus placement done every year through our Swami Vivekanand Career Council cell with the help of district administrate and the department of higher education. Which provide financial help to college.

(8) The individual department of the college also facilitates students for their internship, field work, and project work to create professional skills for keeping base with the present need of the society.

(9) The college also promotes the gender sensitivity among students and the woman grievance redressal cell constituted by principal to look into the issue of women specially.

