



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Effective from July 2017)**

**Accreditation - (Cycle - 3)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
Govt. Girls College, Khargone  
C-29719**

**Khargone  
Madhya Pradesh  
451001**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission  
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

**Section I: GENERAL INFORMATION**

1.Name & Address of the institution:	Govt. Girls College, Khargone Khargone Madhya Pradesh 451001	
2.Year of Establishment	1984	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	13	
Programmes/Course offered:	8	
Permanent Faculty Members:	13	
Permanent Support Staff:	9	
Students:	1675	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. 2f and 12b recognised college for women 2. Caters to students belonging to nearby tribal areas 3. Impressive pass percentage in many of the programs	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 02-08-2023 To : 03-08-2023	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. VANDANA CHAKRABARTI	Pro-Vice Chancellor, SNDT WOMENS UNIVERSITY
Member Co-ordinator:	DR. SUGUMAR SN	Professor, VISTAS VELLS UNIVERSITY
Member:	DR. PADMA P	FormerPrincipal, SREE SANKARA VIDYAPEETOM COLLEGE
NAAC Co - ordinator:	Dr. Jagannath Patil	

## Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum</b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

Government. Girls College, Khargone, established in the year 1984 is a Government College affiliated to the Devi Ahilya University, Indore. It follows the Curriculum designed by the affiliating university. It is approved under section 2(f) and 12(B) of the UGC Act 1956 in the year 1992. The total area of the college is 7 acres with a built up area of 2400 sq.mts. The college caters to the needs of tribal belt. The curriculum, admissions, examination and evaluation process of the college for UG and PG programme are as per the norms of the Department of Higher Education, Bhopal and Devi Ahilya University. Being a government college limits the ability to implement their own curricula. The academic calendar which is approved by Department of Higher Education is displayed on the college website.

The college offers undergraduate education in the faculty of Arts, Science and Commerce and post-graduate education in the faculty of Arts and Science. It offers five undergraduate programs (2 in Science, 1 in Home Science, 1 in Arts and 1 in Commerce) and three postgraduate programs (1 in Science, 2 in Arts) and follows the curricula prescribed by the Devi Ahilya University.

Teachers create lesson plans and maintain a daily diary for effective academic planning, implementation and review of the curriculum. Conventional classroom teaching is blended with reasonable use of ICT. The curriculum implemented by the college includes experiential learning through project work/fieldwork/internship.

The under graduate programmes are credit based annual programmes while PG programmes are under semester pattern. The under graduate programmes have 40 credits per year. The credit distribution is as follows- major (56 credits), minor (26 credits), open elective (18 credits) vocational (12 credits), foundation courses (24 credits), field project / internship/ apprenticeship/ community engagement (24 credits). The Foundational courses include Hindi, English, Environmental Science and Yoga and Meditation. Vocational subjects include Nutrition and Dietetics, Personality Development, Vermicomposting, Handicraft, Medical Diagnostics, Organic Farming, Web Designing, Accounting and Tally, Horticulture and Learning Management System. The students can get a certificate after completion of one year, a diploma after two years, a degree after three years and honours degree after completion of four years.

In addition to offering vocational courses, the college needs to hone entrepreneurial abilities among the

students.

The Head of Home Science department participates in developing curricula as a member of Board of Studies. The college needs to have their own academic committees that give suggestions regarding changes needed in the syllabus to the Board of studies in the university.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<b>Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated</b>
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

The Government. Girls College, Khargone is situated in the tribal belt of the district Khargone and mostly caters to the aspirations of the girl- students of rural and backward area.

In accordance with government and university rules, the college maintains a transparent admissions procedure. Most of the students admitted to this college are from within the state. Government norms as well as norms laid down by affiliating university are followed while admitting students of different categories into the college. Centralised online admissions to all the courses are given through the Department of Higher Education on merit cum reservation basis.

The average enrolment percentage of the college during the last five years is 78.99. Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc) is 80.36. The students who get enrolled in the college are girls and are provided financial assistance thorough post matric scholarship, Aawas Yojna, Village Daughter and Vigyan Parotsahan Yojna. The institution organizes different lectures and workshops and also encourages students to organize class seminars, making teaching learning materials, participation in programmes both intra and inter college competitions to develop participative learning among all the students. Tutorials were conducted for slow learners. Online content was developed for a few topics by teachers in the department of English and in Home Science and shared with the students. Opportunities and proper guidance is provided to the students to prepare their projects, internship and case study as a part of their curriculum.

The college has an examination committee to carry out the effective implementation of internal assessment. Pass percentage of Students during last five years is 94.16. The college has Internal/External Assessment Grievance Redressal Committee comprising the Heads of the various departments led by a general convener. The programme specific outcome (PSO) and the course outcome (CO) and their mapping to the curricula is

not visible. The subject wise question papers need to be linked to the PSO and CO mapping.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	<b>Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.</b>
3.4.2 QIM	<b>Awards and recognitions received for extension activities from government / government recognised bodies</b>
3.5	Collaboration

#### Qualitative analysis of Criterion 3

Out of 13 permanent teachers 10 have Ph.D. degree, 1 has completed M.Phil. and 2 have Masters' degrees. Out of ten guest lecturers, 3 have Ph.D. degree and 4 have cleared M.Phil and 3 have Masters' degrees. Two of the teachers are PhD guides with the University.

The teachers need to undertake research projects in their subject areas. During the accreditation period the College has not received any grant from the Government and non-governmental agencies for research and development. They do not have any research projects, endowment and chairs in the college.

The state government sanctions one year leave to complete research. The college needs to develop an ecosystem for research and innovation by having research committee to encourage and give academic support to research and innovation. Incentives need to be devised to encourage research and innovation.

The college has organised 17 workshops, seminars and special lectures for students between 2017 and 2021. Three national webinars were conducted in the areas of research methodology, National Education Policy (2020) and on opportunities for income generation in rural area. Between 2017 to 2021 the permanent staff attended on an average 18 seminars, workshops and conferences outside the college. In addition, each faculty member attended two faculty development programmes every year. National and international workshops, seminars and conferences need to be organised by the college independently and in association with other higher educational institutions.

During the accreditation period the faculty members have published 15 research articles in journals included in UGC care list. Three papers presented in conferences have been included in edited volumes based on the presentations.

College is fulfilling its social responsibility through extension activities like NSS, Red Cross, Eco Club and Personality Development workshops. Students are regularly involved in Swacchta Abhiyan, Blood donation camps, traffic awareness, AIDS awareness, Health awareness and Health checkups, Gender equity and equality related issues like Beti -bachao abhiyan, POCSO act awareness, Eco restoration techniques like plantation drives in campus and in neighbourhood community, Yoga camps in college and Water literacy campaigns in community. College has been organizing swacchta rallies, Nukkad natak on swacchta, AIDS

awareness nukkad natak on AIDS, prohibition and gender issues in adopted village situated near the college. Students of Government Girls' College in Khargone were also involved in voter awareness activities. The college has listed 83 activities mostly conducted under the NSS programme during the accreditation period.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	<b>Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution</b>
4.2	Library as a Learning Resource
4.2.1 QIM	<b>Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library</b>
4.3	IT Infrastructure
4.3.1 QIM	<b>Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection</b>
4.4	Maintenance of Campus Infrastructure

#### Qualitative analysis of Criterion 4

Government Girls College, Khargone owns 7 acres of land and 2400 sq mts of built up area. College has eight classrooms out of which 3 smart class room equipped with smart technology, seven furnished laboratories for Physics, Chemistry, Botany, Zoology, and Home science. Two computers laboratories are available. A language lab will be useful for the students to English which is a necessary skill in this globalised world. Sport and Yoga Facility have been recently created. There are three staff rooms in college campus for the faculty. The college has an open stage to facilitate and encourage cultural activities. Continuous development of the infrastructure, renovation and maintenance is done with the help of PWD/MPHB&DC. Spacious room is allotted to IQAC and Administrative wing of the College. The college has digital facility with 56 Desktop computers, 3 Photocopiers, Printers, 10 Scanners, 2 Servers, 24 CCTV Camera to facilitate computing and internet browsing and completely enabled with Wi-Fi (50 mbps) facility. The entire college is under CCTV surveillance. There is an outdoor and an indoor gymnasium in the campus available for the students. The college has Yoga Centre under sports department.

In the ensuing years all the classrooms should be converted into ICT enabled smart classrooms with smart boards and LCD facilities. The existing laboratories need to be improved and extended for effective teaching learning process. A permanent structure for parents waiting room and separate staff room for each Department are needed.

The college has a library with 52435 books with 6111 titles and e resource centre for online learning. N List journals are available through access to INFLIBNET. The library has a reading room, periodical section, stack room and lending section, facilities for photo copying are available. Automation of the library is under way. E-Granthalay software is used for the purpose under the supervision and monitoring of the Department of Higher Education.

The students need canteen and hostel facilities. The conditions of the toilets and wash area may be improved both for the students and faculty members. Wifi and the network system should be upgraded. Seminar and the conference halls will be useful in organising seminars and conferences in the college. Basic infrastructure for sports and transportation facilities for students needs attention.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>

#### Qualitative analysis of Criterion 5

The pass percentage of outgoing students is high during the last five years ranging between 80% to 90% with a number of distinctions and rank holders each year. The students are benefitted by scholarships from government sources. In five years' assessment period, 10,137 students have received Government freeships and scholarships amounting to Rs.7,45,03,702/- The college has constituted scholarship committee that facilitates the students to avail scholarships from the government sources.

None of the students qualified in state/ national/ international level examinations. In 2017-18 and 2019-20 , 726 students participated in intra and inter college cultural events. None of them received awards for outstanding performance in sports and cultural activities at University / state/ national levels. The student should be given training in cultural and sports activities.

Alumni Association has been registered in 2023. President, vice president, secretary and treasurer are in place and the information is uploaded on the college website. The Alumni Association should have more activities and interactions with the current students so as to inspire them to do well in their curricular and extracurricular activities.

The college is running outreach programs like "College Chalo Abhiyaan" to make school going students aware about higher education, with a target to improve overall gross enrollment ratio (GER) of Khargon district. NSS and eco-club have successfully organized several programs like 'green campus drive', 'plantation drive', 'save energy campaign', and 'solar energy drive- go renewable' for creating awareness for environmental issues among staff and students.

The college urgently needs a career guidance and placement cells so as to help the students to get employment opportunities. The college should provide adequate counselling and academic assistance for the students to participate in the state/national level competitive examinations. Students participation in academic committees as well as in the college management by establishing students' union / council will help in developing leadership qualities in young women.

The students, their parents and the alumni expressed the need for more PG programmes in the college. The college should apply for PG programmes in Commerce and Science and research centres in the subjects where PG programmes are already established.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<b>The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance</b>
6.2	Strategy Development and Deployment
6.2.1 QIM	<b>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc</b>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities</b>

#### Qualitative analysis of Criterion 6

Vision, mission and objectives of the Government Girls' college, Khargone are displayed on its website. The vision of the college includes provision of employability to the students. This is attempted through the nine vocational courses offered to the students of different streams. The college, however does not have a record of students employed in the last 5 years.

In order to increase its enrolment which has seen a decline in the last few years, the college is running outreach activities like the "College Chalo Abhiyan" in which information regarding career opportunities in the streams of B.A., B.Sc., B.Com. and M.S.W. are given to school children in 25 kilometres' radius.

The principal is well experienced. He functions as per norms set by the government, the University and the guidelines of the Jan Bhagidari Committee. Staff participation in various committees in the areas of exam, scholarship, discipline, personality development as well as in committees like RUSA, UGC, World Bank projects give evidence of decentralised and participatory governance. There is student representation on IQAC, Anti Ragging cell and Internal Complaints committee.

In the last five years, the college administration, in consultation with the stakeholders has developed infrastructure facilities like two computer laboratories, three smart classrooms, a separate science block, girls' hostel, parking lot and an open gym. The science block and girls' hostel are yet to be commissioned. There is a parent's waiting room and a day care centre for students' wards near main gate. The building is donated by local MLA. This is an important facility for married students.

Internal and external financial audit is completed on time. A green audit and an energy audit are also completed.

The confidential reports of the teaching and non-teaching staff are sent annually to the Department of Higher Education under the Government of Madhya Pradesh after calculating the API of teaching staff.

The teaching staff can collect earned leave of 30 days per year and on superannuation they can monetise a maximum of 300 days leave. Women get paid maternity leave for 180 days. Group insurance scheme for teaching and non-teaching staff is available.

The main source of funding is the state government which pays for staff salaries, some student activities, upgrading infrastructure, laboratory facilities, library books and purchase and maintenance of ICT facilities. In addition, the college is permitted to retain a part of the student fees (under the Jan Bhagidari Samiti) for activities related to teaching-learning, co-curricular and extra-curricular activities. These funds are also used for improving student facilities such as a bus stand in the campus. Financial grants from UGC, RUSA and the World Bank were used for construction of new buildings.

The IQAC is monitoring the college activities and facilities and suggesting improvement. It analyses feedback from students. It monitors timetable and academic calendar. IQAC is instrumental in signing MoU with universities and government agencies.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)

7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years</b>
7.1.4 QIM	<b>Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

Qualitative analysis of Criterion 7

The Government Girls' college, Khargone has initiated gender equity programme for students. Beti Bachao-Beti Padhao programme was conducted in the adopted community.

Internal complaints committee and Anti Ragging cell are formed to ensure safe space and promote a healthy environment. The college has installed 24 CCTV cameras on campus. Security guards ensure safety of girls on campus. There is a girls' common room with attached washroom facility. Sanitary vending machine and incinerator are provided for convenience of girls.

The college celebrates / observes several important national and international days.

1. Rashtra Ekta Divas 2. International Yoga Day 3. AIDS Day. 4. Shushashan Divas. 5. Sadabhavana Divas. 6. Azadi Ka Amarat Mahotasav. 7. NSS Day. 8. Gandhi Jayanti. 9. Unity Day. 10. Teacher's Day. 11. Bal Adhikar Divas. 13. International Woman's Day. 14. Swaran Jayanti were regularly observed by the college.

In order to sensitizing students to the tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities college is linked with Thoubal college, in south east Manipur under the Ek Bharat Shreshtha Bharat program. The College has organized various activities, events and awareness program to sensitize students and employees to the constitutional obligation. Every year national festivals such as Republic day, Mahatma Gandhi Jyanti, Independence Day and National Flag Day are celebrated. Voters' awareness programme observed by the students created awareness of our democratic responsibilities among students as well as community members.

Women Empowerment and green campus are stated as the two best practices practiced in this college. In order to address societal attitudes and restrictive community practices, and to improve the self confidence of women, various activities were organised by the college within and outside the college. Girl students actively participated in addressing women centric challenges and issues such as social, educational, economic, political and psychological etc. The college continuously organized and implemented various programs and also provided platform to overcome such challenges.

The college has initiated the green campus program in order to support a sustainable and climate-friendly environment. The faculty and students are regularly advised to reduce waste. The college organized various programs such as Swachha Bharat Abhiyan, Plantation, Ankur Programe, USHA Abhiyan for Renewable Solar Energy to stress on sustainable development. Solar panels have been installed on the terrace. The power generated is sent to the grid making the college eligible for appropriate refund on the electricity bill.

### **Section III: OVERALL ANALYSIS** based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

#### Overall Analysis

#### **Strength:**

1. Under graduate programmes strengthened by a good combination of major, minor, open elective, vocational and Foundation courses
2. Dedicated and qualified teachers
3. Sprawling campus with good physical infrastructure
4. Attention given to overall development of students
5. Participatory governance
6. Attention paid to women empowerment
7. Importance given to green campus
8. Effective NSS and other cells engaged in extensive outreach activities
9. Transparency in academic and financial management
10. Sufficient resources received from RUSA, World Bank and MPHE&DC

#### **Weaknesses:**

1. Academic programmes offered by the college inadequate to cater to overall needs of the students
2. Insufficient teaching staff
3. Most Classrooms not updated with ICT resources
4. Weak ecosystem for research and innovation
5. Lack of canteen, hostel and public transportation for staff and students
6. Outdoor sports facilities not maintained
7. Lack of a representative student body
8. Inadequate number of reference and text books related to UG and PG courses and lack of recent publications of the same
9. Systematic mentoring system yet to be initiated

**Opportunities:**

1. Scope of proper utilization of college campus for improving sports facilities
2. Scope for introduction of skill oriented programmes.
3. Scope for carrying out research and publishing papers
4. The college has large areas for construction of seminar hall, auditorium
5. Scope for introducing value added courses for preparing students for state and national level competitive examinations

**Challenges:**

1. To increase the intake of students
2. Non availability of permanent staff
3. To increase the English proficiency among the students mostly hailing from rural areas
4. To develop academia - industry collaborations to enhance the employment opportunities for the students
5. To build relationships with local industrialists and public
6. Technological upgradation and maintenance of the same
7. Students' participation in academic committees as well as in the college management in the absence of a student council

#### **Section IV: Recommendations for Quality Enhancement of the Institution**

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Introduction of additional job oriented UG and PG programmes in Computer Applications with Artificial Intelligence and Machine Learning, Psychology and vocational courses like Tourism and Rural Entrepreneurship
- Offering short term add-on courses in conversational English and Computer literacy for improving employability of students
- Research committee should be established to strengthen research, innovations and publications
- Establishment of career guidance and counselling, and placement cells and coaching of students for competitive exams
- Linkages and MoU with nearby colleges, industries, hospitals and other organizations
- Improving outdoor sports facilities
- Construction of an auditorium and a seminar hall
- Strengthening of feedback system with response from industry, alumni and parents
- Formation of Students' Council to develop leadership qualities among students
- Provision of canteen, hostel and public transportation for staff and students

**I have gone through the observations of the Peer Team as mentioned in this report**

**Signature of the Head of the Institution**

**Seal of the Institution**

Sl.No	Name		Signature with date
1	DR. VANDANA CHAKRABARTI	Chairperson	
2	DR. SUGUMAR SN	Member Co-ordinator	
3	DR. PADMA P	Member	
4	Dr. Jagannath Patil	NAAC Co - ordinator	

Place

Date