YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Government Holkar (Model Autonomous) Science College, Indore
• Name of the Head of the institution	Dr. Suresh T. Silawat
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	07312446806
• Alternate phone No.	07312464074
• Mobile No. (Principal)	9302100611
• Registered e-mail ID (Principal)	principalhsc@rediffmail.com
• Address	AB Road Bhanwar Kuwa
• City/Town	Indore
• State/UT	Madhya Pradesh
• Pin Code	452001
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	01/09/1989
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the IQAC Co-ordinator/Director	**Dr. Nagesh Dagaonkar**
• Phone No.	**07312446806**
• Mobile No:	**9425046595**
• IQAC e-mail ID	**iqac@collegeholkar.org**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.collegeholkar.org/pdfs/AQAR_201920GHSC_INDORE.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.collegeholkar.org/pdfs/2021_updated_14_03_2022.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**Three Star**	**0**	**2001**	**05/11/2001**	**04/11/2006**
Cycle 2	**B**	**2.75**	**2009**	**30/09/2009**	**29/09/2014**
Cycle 3	**A**	**3.23**	**2016**	**19/01/2016**	**18/01/2021**

6.Date of Establishment of IQAC	**01/11/2003**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
NIL	**NIl**	**NIL**	**Nil**	**0**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	View File

9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

• IQAC has initiated Outcome Based Education (OBE) in the institution • Subscription of G-Suite by the college by the college • Facility of COVID Vaccination center in the college during the pandemic. • IQAC has successfully guided the departments to conduct Workshops /FDPs/Seminars/Webinars /Conferences in the emerging areas • IQAC has created a framework and extended complete support to departments in preparing the SSR for the 4th cycle of NAAC accreditation. • IQAC has helped the stakeholders and conducted orientation for implementing NEP-2020 • College has applied & got approval for new courses MSc Seed technology BSc (Hons) in Maths and Physics for the next academic year 2021-22. • Value added courses were conducted successfully.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

16-11-2022 04:12:25

Plan of Action	Achievements/Outcomes
Formulating Academic Calendar	Several activities were organized as per the Academic calendar released in the beginning of the session
Official E-mail of each and every teacher of institution to be created	Official E-mail of each and every teacher of institution has been created and notified.
In order to maintain student ration Visiting Faculty in different departments to be appointed	Visiting faculty has been appointed
Strengthening of Research component	Research papers /articles published in reputed journals seed money was sanction to many teachers
Proposal for Incubation centre in Botany	Mashrum Cultivation
COVID -19 specific work culture adopted as [per guidelines issued by GOI	Code of Conduct adopted as per COVID guidelines • Online mode of terminal examinations and teaching adopted • Online activities undertaken by various departments and clubs/societies • Online webinars organized
Discussion on National Education Policy (NEP) 2020 for implementation	NEP adopted from the year2021-22

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Staff Council	21/01/2022

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2021	31/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **16**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **8500**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File]

2.2   **2230**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.3   **7950**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]

3.Academic

3.1   **462**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]

3.2   **191**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**16**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1 Total number of students during the year:	**8500**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**2230**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**7950**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic

3.1 Number of courses in all programmes during the year:	**462**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**191**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**217**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**1987**
4.2 Total number of Classrooms and Seminar halls	**69**
4.3 Total number of computers on campus for academic purposes	**600**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**1319**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curriculum is designed keeping in mind the local, National, Regional, and Global developmental needs of the students in congruence with the guidelines proposed by the UGC. The Curriculum is updated in view of external subject experts in Board of Studies, Feedback is sought from students, alumni and industrialists.

1 Local Relevance: Based on the needs of local industry, relevant courses/chapters

have been included in the curriculum, particularly in Horticulture, Fisheries, and Seed Technology.

2. Regional Relevance: Most of the courses address the regional needs of Madhya Pradesh

3. National Relevance: Curriculum of Environment, Chemistry, Botany, Geology, focus on topics related to National relevance.

4. Global Relevance: Some of the courses of Biotechnology, Bioinformatics, Microbiology, Bio-chemistry, Electronics, Physics, Computer Science, etc. have global relevance.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

4

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

336

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

14

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

16

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Curriculum is designed by Holkar Science college Indore, that

include topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution focuses on these issues through the prescribed syllabi of various subjects in the form of topics, chapters, and co-curricular activities.

Environment and Sustainability

To create awareness regarding Environment and sustainability among the students, the institution has included a mandatory course (as a part of Foundation Course) in second year of undergraduate programme. At PG level a course related to environmental studies included in Seed technology, Zoology, Botany, Chemistry, Geology, Microbiology, Biotechnology etc.

The extension activities under taken by NSS and NCC units of the college teach values related to environmental issues through various experiential practices.

Gender Equity

The prose, poetry, and short stories in language courses (as a part of Foundation Course) address gender sensitivity and equity issues.

Professional Ethics and Human Values

Ethical practices such as truthful information, facts, and unprejudiced approach are taught in the content of syllabi of B.C.A., B.Sc., and M.Sc. (Computer Science, Forensic Science, and Pharmaceutical Chemistry) programme.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

23

File Description	Documents
List of value-added courses	[View File](#)
Brochure or any other document relating to value-added courses	[View File](#)
Any additional information	[View File](#)

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1246

File Description	Documents
List of students enrolled	[View File](#)
Any additional information	[View File](#)

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

2143

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	[View File](#)
Any additional information	[View File](#)

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.collegeholkar.org/pdfs/forcriteria/merge.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	[View File](#)
Any additional information	[View File](#)

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.collegeholkar.org/pdfs/forcriteria/merge.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

3975

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

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

1987

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The students come from different social and economic backgrounds. Advanced and slow learners are identified

based on entry level result, classroom observation, their interaction with the subject teacher and through continuous

periodic assessment.

Slow learners are encouraged to understand their weaknesses and then work on them. Extra classes/Remedial classes focus on their problems and study material is provided to them in hard copy and E-mode. Through a mentor-mentee system, support is provided to the slow learners. The advanced and slow learners are paired in practical classes and other activities to promote peer learning and confidence building. Mind-mapping activities are conducted to sharpen them.

Advanced learners are encouraged to study reference books and to participate in research-oriented projects. Online resources are made available to strengthen their knowledge-base. They are encouraged to maintain and share their notes and practical diary with slow learners. Medals are awarded to meritorious students and are nominated as members of different Committees.

The faculty recommends books for the library keeping in mind the needs of both slow and advanced learners. The library also ensures E-library facility for the online material, extends its timings and provides conducive atmosphere for learning to both slow and advanced learners.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/01/2021	8500	191

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The institution carefully integrates participatory, experiential and problem solving methodologies to complement the learning experiences of the diverse students to adapt to the higher education.

To make the learning experience more student-centric, we focus on blended mode of teaching i.e. traditional as well as ICT based. They are taught with the mission that fosters a learning environment and nurtures exploration of various skills and critical thinking about the subject.

From 2020-2021 the college has implemented the RBT (Revised Blooms Taxonomy) educational strategy that focuses on outcome-based education. Programme outcomes, Programme specific outcomes and course outcomes, lesson plans and instructional strategies are designed on a common format OOLP (Objective Oriented Learning Process). Teachers design lesson plans and methodology in order to achieve specific learning outcomes.

Experiential learning:

- Field/industry visits for survey projects and internships.
- Models and exhibits.
- Audio visual learning.
- Education tours.
- Laboratory experiments.
- Hands on training on campus.

Participatory Learning:

- Interactive Lectures
- Innovative designed experiments
- Case studies
- Group presentation
- Survey based field work
- Role play
- Guided group discussion
- Group assignments and projects
- Through LMS and google classes
- Subject quiz
- Class room discussion
- "Everyone Raise Your Hand" technique
- Through extension activities
- Student Seminars.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Teachers of college use blended technology with the traditional mode of instruction to engage students in long-term learning. College promotes intensive use of ICT-supported tools involving online resources for effective teaching and learning process. All the teachers are using ICT tools and resources available on its campuses. There are 69 ICT enabled classrooms in campus The laboratories, Seminar Halls, Yashwant hall, conference Room are well equipped with ICT facilities.

ICT Tools used by faculties are:

LMS platform: Teachers use this platform for online education resources, to efficiently deliver teaching and offer an improved learning experience to the students.

Interactive Board: College has 44 interactive board most the teachers use this board for taking the day to day lectures.

Visualizer:

Wi-Fi: High speed Wi-Fi network is available in campus,

Desktop - Arranged at all the departments these desktops are available for faculty to prepare their lectures, power-point presentations.

Projectors - projectors are available in different classrooms/labs

Printer, HOD Cabins are equipped with a printer, Photocopier.

Pen Drive, Microphones, are other IT tools that are used by teachers.

Virtual labs

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.lms.holkar.org/login
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

110

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The college prepares academic calendar, and all Departments are advised to follow it strictly. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams, holidays etc. It specifies the dates of end examination. Tentative dates for practical exams, project, viva-voce and theory examinations are also provided in academic calendar. It is also published on website of the college and displayed in the principal's office. Academic calendar provides the total effective working days available each year.

The teaching plans is prepared for each course according to the academic calendar. These plans are made in advance and serves as guide for conducting sessions.

Adherence to Academic Calendar and Teaching Plans

The principal and HODs regularly verify the advancement of each course and make sure appropriate and efficient completion of course in the restricted time frame with perfect blend of practical and theoretical inputs.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

191

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

108

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1910

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

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

13

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

Examination procedures: There are 16-Programme running successfully in the college. The procedure carried out by the examination department are:

The Examination Department plays a key role in conducting and carrying out Examination procedures like timely Continuous Internal Assessment, main /suppl./ATKT/ special examination Management-System has been continuously improved and upgraded by making innovations and inclusions in the department, particularly through its IT cell.

1. Central valuation of UG.
2. Evaluation of PG Answer-Scripts by the paper setter only.
3. On the Spot moderation of all question papers of UG and PG.
4. Showing valued Answer-Scripts to UG and PG students.
5. Revaluation of Answer-Scripts of Main and Supplementary-

> examinations.
6. Displaying the Answer-Scripts of meritorious students.
7. Coding and Decoding of all Answer-Scripts.
8. Micro scrutiny of all Answer-Scripts.
9. Computerized tabulation.
10. Collation of marks of in-house and external tabulation and results through computer software.
11. Sticking of Holograms on every Mark sheet to check for any tampering.
12. Merit certificates are given to the topper students.
13. Special examinations are conducted for students who represent the College at National/State level activities of NCC, NSS, Sports etc.
14. Recommendation transcripts for students going abroad for further studies.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

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

The College adopts Outcome-based education. Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess, and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated The college has clearly stated the learning outcomes of the Programs and Courses The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

Soft Copy of Curriculum, CO's are uploaded on the Institution website for reference.

Hard Copy of syllabi and course Outcomes are available in the departments for ready reference to the teachers and students

The importance of the COs and PO's has been communicated to the teachers in every IQAC meeting and College Committee meeting

While addressing the students, the HODs create awareness on POs, and COs. The faculty members, class teachers, mentors, also inform the students and create awareness and emphasize the need to attain the outcomes

Programme outcomes of PG classes are displayed on the notice board of departments

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The formula for calculating the course attainment level:

Course attainment level = 80% of attainment level is the end exam +20 % of the attainment level in the internal assessment:

Level 1: 50% of the student scored more than class average

Level 2: 60% of the student scored more than class average

Level 3: 70% of the student scored more than class average

The formula for calculating the attainment level:

Program attainment level =80% (Average of attainment level from the direct method) + 20% (Average of attainment level from the direct method)

Attainment level definition:

Level 1: Greater than 0.5 and less than or equal to 1.0

Level 2: Greater than 1.0 and less than or equal to 1.5

Level 3: Greater than 1.5 and less than or equal to 2.0

Level 4: Greater than 2.0 and less than or equal to 2.5

Level 5: Greater than 2.5 and less than or equal to 3.0

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2229

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://www.collegeholkar.org/pdfs/forcriteria/merge.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The Government Holkar (Model Autonomous) Science College, Indore has a well-established research policy for the promotion of research and research facilities across the various departments and these facilities are regularly upgraded as per requirement.

The college has developed centralized research facilities for creating a research environment and promoting research activity among the faculty and students. The research facilities of institution are updated by procuring sophisticated instruments. Due to these updated facilities number of research papers, and research related books were published in internationally reputed journals and publishing houses and these are available to the end-users. The college organizes/conducts seminars/conferences/workshops on various research topics and training programmes in research methodology. Such initiatives were also supported in terms of providing seed money to the faculty members to undertake research and innovation activities in their field of interest and for the betterment of the society.

The college also encourages national and international collaborations in the field of research and various departments have established functional MoU's with the institutes of international repute.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.collegeholkar.org/pdfs/forcriteria/3111.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

4.35

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	[View File](#)
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	[View File](#)
List of teachers receiving grant and details of grant received	[View File](#)
Any additional information	[View File](#)

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	[View File](#)
List of teachers and details of their international fellowship(s)	[View File](#)
Any additional information	[View File](#)

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

4.76

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	[View File](#)
List of projects and grant details	[View File](#)
Any additional information	[View File](#)

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**
List of research projects during the year	[View File](#)

3.2.3 - Number of teachers recognised as research guides

33

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	[View File](#)
Institutional data in Prescribed format	[View File](#)

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	https://www.csr.res.in/
Any additional information	[View File](#)

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Institute is committed to educating its faculty and students about the importance of innovation by cultivating an environment conducive to innovative problem-solving and creative-thinking.

- **The institute has created an eco-system by forming the four innovation cells in broad disciplines to catered intonations**

among the students and faculty members.

- Placement-cell, Swami Vivekanand Career Guidance Cell arranges industry training sessions and internships in order to increase entrepreneurial skills.
- In continuation of innovations in science and technology the faculties of the college were able to obtain two Australian patents and two Indian patents on the publication stage at the Indian patent office.
- Further, in order to collaborate for research and training programs, the college has signed a Memorandum of Understanding (MoU) with a number of industry bodies/associations and universities of national and international repute.
- The college is actively pursuing and providing all kinds of infrastructure for the attraction of talent in science and utilization of research, teaching, and infrastructural facilities of the college for various central government schemes such as,
- The Prime-Minister's-Research-Fellows (PMRF)
- Scheme and Innovation in Science Pursuit for Inspired-Research (INSPIRE),

The college has actively transferred the knowledge for community-oriented research-work, such as,

- Plants-identifications
- Consultancies on water-treatment plants water-soil analysis in association with Municipal-Corporation, Indore.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

16

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	**A. All of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

18

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	[View File](#)
Any additional information	[View File](#)

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

87

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

30

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.collegeholkar.org/pdfs/forcriteria/344.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

57

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

5

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0.65

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0.30

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Some of the Extension activities carried out by the students in neighbourhood are as follows:

Awareness programme:

Department of chemistry, has organized an awareness programme. To create awareness and perform survey of Covid-19 vaccination among the slum area people. Activity was done in the slum area of Bhanwarkua Indore.

Kisan Diwas:

Every year Department of Seed-Technology celebrates kisan diwas on 23 Dec. This year the student and faculty of the department visited nearby village Simrol. Students honoured the kisan of village by offering bouquet and sweet.

Swachhata Abhiyan for Slum Area Poor Student:

On 24.12.2021 Zoology department organized social extension activity for slum area student at Vidyanagar Indore, 38 Students Participated in this activity, students distributed study material to poor students and explained the importance of cleanliness.

Helping Hand:

In this activity students of forensic science department work as volunteers in Robin Hood Army. They collect extra fresh food from hotels and parties and distribute among needy people in street and rural areas.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

12

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

9

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

433

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

18

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

29

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The provision of adequate infrastructural facilities for teaching and learning have always been a priority for the College.

Classrooms: All the 62 classrooms are ICT enabled.

Laboratories: All 56 laboratories are well maintained for carrying out curriculum-oriented lab practical and research activities.

Auditorium: Yashwant Hall with ICT facilities having a seating capacity of 250 audiences.

Seminar Hall: There are 06 seminar halls in various PG department.

Library Facilities: College has a fully automated library with good internet facility which allows teachers and students to access online resources viz. online journals and other e-resources (INFLIBNET-NLIST & DELNET). Post Graduate Departments have in- house, subject specific libraries with specialized books.

Computer Centre: The computer centre is primarily meant, for teachers to create their e-content, and class modules. It is also used for admission process during the beginning of academic session.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The institution has adequate facilities to conduct cultural activities. The college has two facilities for conducting cultural programmes:

1. Cultural Activities:

   1. Auditorium (Yashwant Hall): This hall is equipped with audio visual sound system, and is used for the Small Cultural programme when the expected audience is up to 250.
   2. Outdoor Stage.:

A stage with green rooms has been constructed outside the Yashwant Hall, this stage is used to organize big cultural programme

Every year adequate budget is allocated to the cultural committee to conduct cultural programme. This committee takes care of resources required for the cultural programme.

2. Gymnesium -

3. Yoga Center- 4. Sports and Games

The college has adequate facilities for indoor and outdoor games.

Indoor Games Facilities -

   1. Table Tennis.
   2. Gymnasium
   3. Badminton court.
   4. Wrestling.
   5. Chess
   6. Judo

Outdoor Games Facilities -

   1. Football.

2. Hockey.
3. Cricket.
4. Basketball
5. Volleyball
6. Handball
7. Lawn tennis (Synthetic court).

These facilities also enable institution to organize various sports competitions for student and staff at University and State levels.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

69

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

657

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

The college has a central library building. Library has a huge collection of Text books, Reference books and others books with foreign, peer-reviewed journals and bound volumes of journals (Approx. 90000). The library has 16 closed circuit television surveillance Cameras. The library is automated with integrated library management software SOUL 2.0 of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software The Books are classified according to Dewey decimal classification. OPAC service is also provided where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcode ID. Apart from the printed books the library is having access to e resources of N-LIST which is a part of e Shodhsindhu consortium of INFLIBNET, where the users are given awareness and made to access browse and download e books, e journals, databases etc.

Digitization facilities at Library

1. Reprographic facility (1)
2. Printers &Scanners (3)
3. Computers- 24
4. Barcode scanner-4
5. Barcode printer- 2
6. TV-1
7. LCD Projector-1
8. Audio Visual Room.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

18.7

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

311

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

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The main objectives of this policy are,

- To create secure and efficient IT environment.
- To provide internet and network support services.
- To facilitate communication within the campus and provide study material to the students.
- To identify unauthorized and malicious activities.
- To reduce the use of paper in office work.

College has constituted a committee for the effective implementation of the policy, as per guidelines.

Policy matter

Guideline

IT H/W installation,

- All computers purchased by any department should be covered with minimum 3- years on site comprehensive warranty.
- Regular check for proper earthing should be performed by all departments.

S/W installation and licensing

- Any computer purchases made by an individual department must be installed with necessary licensed software (Operating System, Antivirus and necessary application software).
- All computer systems used in the college will have anti-virus software installed, and they should be active at all times.

Green Computing

- Benefit the environment by conserving resources.
- Reduces e-waste.
- Reduces cost through enhanced efficiency and staff awareness.
- Purchase of the green certified peripherals.
- Towards the Paperless office work

Web site hosting (Cyber security)

- Holkar college has an official website https://www.collegeholkar.org for the public access.
- The Web Team at IT cell is responsible for maintaining the official website of the institution.

Data base uses (Wi-Fi)

- distribution of data that is identifiable to a person outside the institution is prohibited

Maintenance of IT facilities

Head

Expenditure on IT (2020-21)

CCTV Security

430887-/

Computer Peripheral

18523061-/

Internet charges

988888-/

TOTAL

19942836-/

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
8500	**457**

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	**A. ?50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

662

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

There are established policies and procedures for maintaining and optimum utilizing physical, academic, and support facilities such as laboratory, sports complex, computer, classroom, etc in the institute.

1A: Infrastructure (Classroom and others)

 # Maintenance Procedure:

- Maintenance Committee after inspection receives feedback from the staff and students and submits the repair and maintenance-related requirements report to the Principal.
- After reviewing Budgetary provisions are scheduled.
- Small requirement for maintenance is complied with by local agencies.
- Major maintenance complied through Govt. agency i.e., PWD, Housing Board, etc.

1B: Laboratory

 # Maintenance Procedure:

- In charge professor of lab, lab technician, and support staff report the required maintenance to HOD.
- HOD submits a detailed procedure and required budget for maintenance.
- Maintenance of the expensive and Sophisticated equipment is covered under the Annual Maintenance Contract.

Procurement of required laboratory equipment, accessories, and chemicals

 # Optimum Utilization Strategy for 1A & 1B: (Link: - https://assessmentonline.naac.gov.in/storage/app/public/aqar/19116/19116_265_605.pdf)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.collegeholkar.org/pdfs/forcriteria/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

6148

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

32

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	https://www.collegeholkar.org/nwcom3/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

201

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

26

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

587

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

16

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

29

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Students' union: There is a provision for the establishment of students' union. At present the the matter is subjudice.

Academic Association. Each student, by default after admission to post graduate also becomes a member of an Academic Association.

Association is represented by general secretaries and joint secretaries They are nominated on the basis of merit

Board of studies: Students actively take part in board of studies meeting and give their feedback for design of curriculum and syllabus

Library Committee This committee has also representation of students, along with the department faculty in-charge, senior teacher, Principal and the Librarian.

Anti-Ragging Committee: This committee consists of two senior students and two students from first year with representation from staff. The committee, as per the Anti-Ragging Act of 1997.

Internal Quality Assurance Committee: IQAC has a representation of students, faculty, alumnus, etc. The suggestions given by the students are well taken in overall development of quality management strategies in all aspects.

NSS & NCC: College has two NSS units and two NCC units which are active in Every year, students are engaged in programmes like self-defence workshops, cleanliness drives, health check-up drives, blood donation camps, soft skill enhancement workshops, tree plantation drives, and social awareness campaigns.

Participation in co-curricular and extracurricular Activities · Students are actively involved in various co-curricular and extracurricular Activities of the college and win prizes every year in various inter-college/university competitions. The students avail opportunities to hone and showcase their talents in music, dance, dramatics, and debating.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

21

File Description	Documents
Report of the event	[View File](#)
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	[View File](#)

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association is a platform for the senior most / founder students to the present student, teaching, non-teaching staff, in short whosoever has been associated with Holkar college at any point of line, to exchange views on several aspects. It also contributes significantly to the Development of the institution through financial and non-financial means during the last five years Govt Holkar college has a registered Alumni Association under the Societies Registration Act.. The Alumni Association Contributes through various means: -

1. Book Donation: Contribution by donating Books.

2. Alumni Interaction: Alumni gives inputs to aspiring PG students.

3. Placement & Career Guidance Assistance: Alumni keeps the faculties and the placement officer abreast about the available job opportunities. They assist and guide the students to crack the interviews. They also share their experience with the students and motivate them for their career development in various domains.

4. Alumni Meet (at department level): Different departments invite alumni for Alumni Meet. In this meet the alumni get chance to reconnect with old friends. This is the best platform for networking and sharing new trends. Their inputs are helpful to academicians for moulding the aspiring students.

5. Promoting Institute Events: Alumni associates with various events conducted at college.

6. Institute Social Responsibility: Our Alumni, in association with college are engaged in conducting social activities for the

welfare of the society through Donations in the form of Books, Blankets.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year — E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Vision: -

To make our youth the torch-bearer of knowledge, and to continue the rich legacy of imparting scientific education and groom them on an intellectual, social and humane platform.

Mission: -

To create an innovative ecosystem for the promotion of scientific temperament, enrich the academics with state-of-art technology and innovation at par with the global standards, impart Skill-based training relevant to local and global needs, develop a well-groomed and empowered youth and nurture a socially responsible and value-driven generation.

Attainment of Mission through effective leadership: -

To develop scientific temperament through upgradation of laboratories, classes, according to the teaching plan, conducting

seminars, internships, industrial visits, value added courses, certificate courses and experiments through virtual labs.Innovation through ICT enabled classrooms with the use of LMS and providing seed money to students and professors for research projects. Skill based training and empowerment through Swami Vivekananda career guidance-cell, sports-activities and cultural-activities. Nurture discipline and socially responsible values through discipline in class and labs, NCC and NSS for corporate values of social-service.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	**Nil**

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Institute follows decentralisation in academics, administration, examination & evaluation and infrastructure augmentation through different committees.

Academic Practices include design and implementation of curriculum through departmental board of studies, preparation of academic calendar through IQAC, framing of teaching plan and posting it on LMS, maintaining teacher's diary and its verification by HOD and Principal.

In Examination and Evaluation Processes constitution of departmental committee for paper-setting and practical exam, a panel approves the nomination of paper setter, other activities like moderation, valuation and scrutiny is done by the committees. Flying squad comprise of external member. A high-tech-committee decides UFM-cases. Finally, the examination department uploads the result.

In Administrative Mechanism the Principal with the advisory committee helps in smooth and efficient running. The general time-table prepared by the core-committee is provided to various

departments for further execution. Purchasing of equipments is done by quotations/tenders on requirement basis. The lowest quote is processed for the purchase by the Principal as per Government norms.

In infrastructure decentralized and participative procedure is adopted wherein departments, Institute-Management committee, Public-Participation-Committee, WB-MPHEQIP, RUSA (Internal as well as State-level-committee) takes part in decision making. Infrastructure development is done by building-funds and Institute-development funds as per requirement and approval by the higher-authority.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The Institute has a robust Perspective/Strategic Plan up to 2023. It has set the 7 goals to be achieved.

1: Identification of slow learners through MCQ assessment and procurement of optical mark reader and stationery was completed during 2020-2021.

2: Identification of students through application, due to COVID-19 last date application was extended up to 31 July 2022 and budget was sanctioned.

3: Procurement of laboratory equipment in various department of the college through Janbhagidari Samiti / RUSA / WB-MPHEQIP. The department of Zoology and Geology organized field visit.

4: Several training programs were conducted by SVCGC. A fully functional Language lab is operated by the Department of English. Renovation of basketball court started.

5: Due to COVID-19 pandemic Institute / Industry meet was not scheduled. Skill-based program executed through SVCGC and various department.

6: Due to COVID-19 Pandemic a few visits conducted in slum areas, orphanages, and old age homes, rallies, health camps, and awareness camps were organized. NSS has adopted Village Morod.

7: To develop eco-friendly activities like compost unit, butterfly park and medicinal garden.

Institute has achieved most of the targeted goals a high-level committee is formed for the new strategic plan for the next 10 Years.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

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

Well drafted Policies regarding important decision-making procedures are framed with regular revisions. Active participation of teaching staff, non-teaching staff, and students lead to overall development of the institution.

Administrative setup: -

Tier 1: Being a government institution, it functions under the direct administrative control of the Commissioner, Department of Higher Education, M.P. Additional Director, Higher Education, M.P. acts as a bridge between the Commissioner, H.E. and the institution.

Tier 2: At the apex in the institution-level administrative setup, the role of the Principal is as an academic and administrative leader. He is assisted by the Vice-Principal and Administrative Officer, who are the senior faculties of the institution. The tasks of planning and supervision of the execution of annual academic plans, co-curricular and extra-curricular activities, are

performed by the Principal in consultation with the staff members of the Institute.

Tier 3: This level is comprised of several committees and cells having teaching and nonteaching staff, students as member. Some committees have external nominated members.

Committees: The institution has the following committees to ensure the execution of

Academic Activities:

- Governing Body
- Academic Council
- Board of Studies
- Time-Table Committee
- Library Advisory Committee
- Research Committee

Committees for Administrative Activities:

- Janbhagidari Samiti
- Finance/Purchase Committee
- Staff Council
- Building and Infrastructure Committee

Quality Assurance Activities:

- Internal Quality Assurance Cell

Extension Activities:

- N.S.S.
- Eco Club
- Women Empowerment Cell
- Institutional Social Responsibility Cell.

Student Support:

- Swami Vivekanand Career Guidance Cell
- Placement Cell
- Grievance Redressal Committee
- Internal Complaints Committee
- Anti-Ragging Committee

- **Scholarship and Free ship Committee**

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.collegeholkar.org/pdfs/forcriteria/6.2.2%20(1).pdf
Upload any additional information	View File
Paste link for additional Information	**Nil**

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

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The Institute provides following welfare measures for the benefit of teaching and non-teaching staff –

- **13 days of Casual leave**
- **30 days of Earn leave**
- **10 days commuted leave**
- **Maternity Leave & Paternity Leave**
- **Child-Care leave**
- **Group Insurance Schemes**
- **Timely disposal of Pension case**
- **Appointment on Compassionate grounds**
- **Medical reimbursement**

- Residential facility
- Safe Drinking water facility
- Bank & Dispensary Facility in the premises
- Uniform Facility to class IV employees
- Day Care Centre
- Open Gym facility
- Sports facility
- Happiness Survey

Avenues for their career development/ progression: -

- Study leave for career development and progression
- Duty leave
- Special leave to attend various Training Programmes/ Orientation/ Refresher/Workshop/Seminar/Exam
- Faculty Development Program
- Staff Development Program
- Central Research Lab Facility
- Seed Money for Research Work
- ICT Facilities at Department level
- Media Centre
- Internet support
- Membership of NLIST-INFLIBNET, DELNET
- Library support for extended hours

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

246

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

221

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Institute uses Tally software for maintaining the income & expenditure record and has a sound mechanism for regular internal & external audit.

Internal audit: -

- **Internal audit is carried out by Bursar Committee of the Institute. The committee comprises of senior faculty members, and verifies the income and expenditure details and submit the report to the Principal.**
- **Internal audit of Janbhagidari Nidhi, RUSA, WB-MPHEQIP and Government funds is also carried out by the Bursar Committee.**
- **Cashbook of Janbhagidari Nidhi, RUSA, WB-MPHEQIP and**

> Government funds account books are thoroughly checked by the committee.

External audit: -

- External Audit is carried out through the Chartered Accountant.
- External Audit of RUSA, WB-MPHEQIP is carried out through auditor as per World Bank and Department of Higher Education norms.
- Surprise external audit is also carried out through Departmental Auditors & auditors of Accountant General of M.P.

Copies of audited results are sent to the Department of Higher Education. Bhopal, M.P. For settling down the audit objections and required documents are produced before the audit team.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

4.13

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Income

The major source of Income/ funds is

- Government grant/aid

- **Fess from students**
- **Grants from Word Bank**
- **Interest on saving bank accounts**
- **Interest in term deposit**
- **Income from rent of premises**

Expenses

The major head of expenses are as follows

- **Academic Expenses**
- **Administrative and general expenses**
- **Repair and maintenance**
- **Staff payment & Benefits**

Optimum utilization of financial resources:

Following system is implemented by the College for the optimal utilization of financial resources:

- **The College invites departmental budgets with their requirements and justifications.**
- **The college office scrutinizes and prepares the annual budget.**
- **After the central scrutiny, the detailed budgetary plan got finalized. A well-planned budget guides the mobilization and optimal utilization of funds**
- **Further it is put forth at JB for resolution.**
- **After the approval of JB, procurement is done as per MP Store Purchase Rules and Services Procurement Rules.**
- **The utilization of the sanctioned budget is monitored by the Principal,**
- **Expenses are met for the purposes for which the above-mentioned funds are meant and proper bills are maintained and audited by internal and external and government auditing agencies.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC has contributed towards institutionalizing the quality assurance strategies and developed various processes as follows:

1. Implementation of Outcome-based learning education in each program.

2. Participation of Institute in NIRF, AISHE,

3. Establishment of Central Research Laboratory to promote Research activities.

4. Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc.

5. Effective implementation of the Mentor-mentee process.

6. To submission of the Annual Quality Assurance Report (AQAR).

Incremental improvements: -

I) Usage and Enrichment of ICT Infrastructure (Information and Communication Technology)

The number of classrooms and Seminar halls with ICT Facilities has been increased up to 69. Internet Bandwidth was increased up to 100. Institute has active G-suite in the year 2020 for conducting the online class, Seminars etc. In the 2021 session, Institute has developed its own LMS system.

II) Feedback System

IQAC has developed an online proforma of students' feedback to gather information from the students. IQAC has also developed a feedback mechanism for its stakeholders i.e., employer, teachers and alumni.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The institution reviews its teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC.

I Academic review through periodical meetings

The IQAC holds meetings periodically with the HOD and Principal to review the academic activities.

II Attainment of program outcomes and course outcomes are evaluated by the institution

Outcome Based Education (OBE) has become the standard practice in Higher Education Institution to measure the attainment of Course Outcome and Program Outcome, the Course Outcome should be mapped to Program Outcome

Calculating Course Outcome (CO) CalculatingCourse Outcomes (CO) involves calculations from the marks obtained by the students in their internal exams, final exams

Calculating Program Outcome (PO) For measure PO in direct method a CO/PO matrix is used to measure PO. The CO are linked to the PO using the CO vs PO matrix as stated in Course

The attainment level of Program - Outcomes are reviewed after conducting of Examinations and it calls for a one-on one meeting with the faculty of each department to make an assessment of their performance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.collegeholkar.org/pdfs/PROGOUTCOME20_21.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality is taken care of in college. The division of responsibilities and functions among the teacher, officers and employees of the college is based on their capability and not on gender. There is no discrimination in admission to the college, it is done strictly based on merit as per the rule of government.

In last several years' efforts have been made in the college for gender equality, because of these efforts, the number of female teachers in the college is more than the male teacher and the number of girls candidates is more than the number of boys

candidates. To keep the same tradition consistent, some of the following activities were conducted in the college during 2020-21

- College has a well-defined Gender Equity Policy.
- Training sessions on Yoga and Karate were organized.
- The CCTV cameras were installed in campus everywhere to keep continuous check.

- Placement cell, Mentor, and member of Grievance Redressal Committee are available for counselling.

- One common room is available for girls.
- Sanitary pad vending machine is provided in the common room.
- A "Day Care Center" is functional.
- Some courses take the care regarding promotion of gender equity.
- Extracurricular activity (lecture on gender equity, celebration of Women's Day, birth anniversary of Devi Ahilya Bai Holkar, etc.) promotes gender equity among the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste management

Environment cleanliness and safety are priorities of our

Institution. To develop sustainable environment separate dustbins for degradable and non-degradable solid waste are available at various places in the campus so students, faculties, non-teaching staff etc. can make use of it. A unit which convert solid waste (degradable) in to manure is establish to manage the most of the solid west of college

Liquid Waste Management

The major part of liquid waste of college is laboratory effluent in order to meat out this problem department of Chemistry, Govt. Holkar Science College has established an Effluent Treatment Plant (ETP), Plant is an innovative and original concept design and developed by the Department of Chemistry, Govt. Holkar Science College, Indore. The objective is to improve the quality of water to make it more acceptable for a specific end use

E waste Management

As the institution is a government college so e waste cannot be disposed directly without permission from the government. If any of the e waste can be converted into usable form then it is reused and remaining e waste such as hard disk, CD's, mother board, etc. are kept in separate room allotted for it.

Hazardous waste disposal

Microbial culture is always autoclaved after use before disposal. Disposable contaminated material used in Microbiological / Zoology / Biotechnology / Forensic Science lab are collected in autoclavable SS container and rum in portable vertical autoclave according to standard operating procedures. The material is then sent to disposal area.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting	A. Any 4 or all of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geotagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

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

The Institutions always endeavour towards development of an inclusive environment. Various activities are conducted every year to maintain cultural, regional and linguistic harmony among students. Students from diverse culture and community having different socioeconomic status are admitted in the college. Numerous scholarships and awards are given to the students based

on their performance to encourage interest in learning and develop feeling of unity. Numerous activities are conducted by the institution to maintain harmony among students. Kaumi-Ekta (Communal Harmony) week is celebrated every year to inculcate cultural and regional feeling of oneness. Commemorative days like women's day, yoga day, Gandhi Jayanti etc are also celebrated every year to establish sense of unity and equality among people with different cultures and values.

To inculcate nationalism and patriotism among students, lectures are organized on topics like Aatankvad Samasya Evam Samadhan, Gandhi Evam Aatmnirbharta, Gurunanak ke Vichar, Bangladesh ke Kranti, Ek Bharat -Akhand Bharat, Bharat ki Ajadi aur Kranti ki Dhara etc.

During annual function every year, various cultural activities and literacy activities are organized by the institution to maintain cultural, an inclusive environment, and linguistic harmoniousness among the students. Various webinars to generate sense of cultural and regional equality and harmony are organized by different departments of the institution for all the students like Badalte Pridrashya me Naitik Mulyon ki Bhumika, Samajik Samrasata etc. To perpetuate lingual equality, career guidance cell organizes program like Roll of Communication in Entrepreneurship, Language Skills etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

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

The institution sensitizes students and employees towards constitutional obligations about values, duties, rights, and responsibilities and constantly works towards making them better citizens of the country through various curricular and extra-curricular activities.

The institute hoists the flag during national festivals like Independence Day, republic day and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and emphasizing the duties and responsibilities of

citizens. The college has established policies that reflect core values. There is a code of conduct prepared for students and staff and everyone should obey the conduct rules. The institution encourages students in Sports and Games, NCC and NSS at the National level to strengthen nationwide bonds and relations.

Various departments of the institution like NSS and NCC units are actively involved in conducting several activities for inculcating values for being responsible citizens among students. The institution takes many initiatives like conducting awareness campaigns, organizing orientation programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

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

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institution celebrates and organizes multiple national and international commemorative days, events and festivals. Some important event and celebration of important days are as follows;

- **Republic Day: Our institution celebrates 26th January every year with great enthusiasm and pride. A function is organized at the college campus, which starts with Indian flag hoisting thereafter all staff members and students share their thoughts about the importance of this day in the history of our nation.**

- **Independence Day: The institution celebrates Independence Day on 15th August every year. The program starts with flag hoisting followed by speeches by institution heads about Independence Day history and to mark the day of our freedom.**

- **Gandhi Jayanti: On this occasion, the institution played a biopic video on Mahatma Gandhi's life to inspire students and inculcate a sense of self-reliance. On this day all students and faculties take the pledge of honesty, cleanliness and nonviolence.**

- **Kargil Vijay Diwas: It is celebrated on26th Julyevery year in honour of the Kargil War's Heroes. On this day, the heroes of the Indian Army are remembered who lost their lives back in 1999 but ensured India's win over Pakistan.**

- **Sadbhavana Diwas: It is celebrated on 20th August every year to commemorate the birth anniversary of Shri. Rajiv Gandhi. This is celebrated to encourage peace, national integration and communal harmony among all religions in the country. Students should respect all religions and give equality to all the people of India.**

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Weblink of Best Practice: -https://www.collegeholkar.org/pdfs/forcriteria/BestPractices2021NAACFORMATE.pdf

File Description	Documents
Best practices in the Institutional website	https://www.collegeholkar.org/pdfs/forcriteria/BestPractices2021NAACFORMATE.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Facilitating rich and diverse holistic grooming experience for the students

Government Holkar (Model, Autonomous) Science College is one of the prominent co-educational institutions offering various programs from Undergraduate to Ph. D. level. The institute has always tried to excel in all its activities. The popularity amongst students and researchers is very well reflected in its progressive and regular enhancement of number of admissions every year.

The institution has state-of-the-art infrastructure in terms of classrooms, laboratories, computer centre, well equipped research centres, rich library, indoor and outdoor sports and games facility, an open theatre, auditorium, health centre, Cafeteria, bank / ATM facilities, hostels etc. The campus has a lush green landscape with variety of flora and fauna offering a rejuvenating ambience for students.

Dynamic and caring teaching faculties regularly monitor curricular, co-curricular and extra-curricular activities. The institute offers a vibrant, safe and secure campus life and prompts a good number of female students preferring for admission.

Once admitted in the college, students coming from different background gets ample opportunity for progressing into higher

studies in its learner-centric environment and is facilitated for holistic development in terms of socio-cultural ethos to become a responsible citizen of the country.

File Description	Documents
Appropriate link in the institutional website	https://www.collegeholkar.org/pdfs/forcriteria/Institutional_Distinctiveness2020_2021.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Action Plan for the Academic Year 2021-22

S.N.

Head

1.

Curricular Planning and Implementation

2.

Academic Flexibility

3.

Curriculum Enrichment

4.

Feedback System

5.

Catering to student diversity

6.

Teaching- Learning Process

7.

Teacher Quality

,8.

Evaluation Process and Reforms

9.

Student Performance and Learning Outcomes

10

Promotion of Research

11

Resource

Mobilization for Research

12

Research Facilities

13

Research Publications and Awards

14

Extension Activities and Institutional Social Responsibility

15

Collaboration

16

Physical Facilities

17

Library as a Learning Resource

18

IT -Infrastructure

19

Maintenance of Campus Facilities

20

Student Mentoring and Support

21

Student Progression

22

Student Participation and Activities

23

Strategy Development and Deployment

24

Faculty Empowerment Strategies

25

Internal Quality Assurance System

26

Environment Consciousness

27

Innovations and best practices

28

E-Content Development

29

Guest Lecture

30

Sports activities

31

Best Practices 2020-21

Link for the action plan for aforementioned activities of 2021-2022 :- https://www.collegeholkar.org/pdfs/forcriteria/Action _Plan_2021_22.pdf