

# GOVT. POSTGRADUATE COLLEGE, GUNA

Affiliated to Jiwaji University, Gwalior (M.P.)

Phone No.: 07542-251641

Email : hegpgcgun@mp.gov.in

Website : <https://pgcollegeguna.in/>

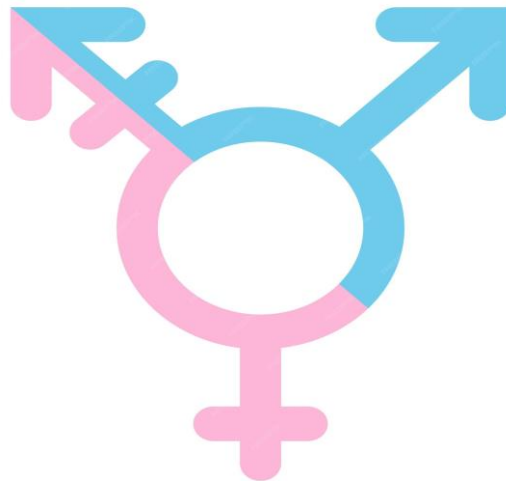


## GENDER AUDIT

INTERNAL QUALITY  
ASSURANCE CELL (IQAC)

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## GENDER AUDIT REPORT



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## GENDER AUDIT: AN INTRODUCTION

### A. What is Gender Audit?

Gender Audit is a tool to assess gender balance and gender equality in an institution. It includes safe and secure ambience for all students, faculty, and administrative staff in an institution. It keeps a check on policies of the government, rules if they are followed to maintain gender equality. It also makes sure that the institution takes efforts to maintain gender equality. The participatory audit in events, activities, programmes of the institution help in analysing and evaluating gender equity. The two dimensions of Gender Audit could be:

#### (1) An Internal Audit

According to European Institute for Gender Equality, “This dimension refers to how much an organisation fosters gender equality internally within its organisational, managerial structure and internal work, and whether these contribute to gender equality in the organisation. An internal gender audit monitors and assesses the relative progress made in gender mainstreaming, contributes to capacity building and collective organisational ownership for gender equality initiatives, and sharpens organisational learning on gender”.

#### (2) An External Audit

According to European Institute for Gender Equality, “This dimension aims to assess to what extent an organisation mainstreams gender in its policies, programmes, projects and services in terms of content, delivery and evaluation. External gender audits evaluate to what extent gender integration fosters the inclusion of, and benefits to, women and men involved in or

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affected by the organisation's policies, programmes, projects or services provided".

## B. Constitution of Gender Audit Committee

S. No.	Name	Designation	Institution
1.	Dr. B.K. Tiwari	Chairman	Principal, Govt. Postgraduate College, Guna, MP
2.	Dr. Niranjan Shrotriya	Vice-Chairman	IQAC Coordinator, Govt. Postgraduate College, Guna
3.	Dr. Suman Shrivastava	External Committee Member	Principal, Govt. College, Aron, MP
4.	Mr. Amal Kumar Chakravarty	External Committee Member	Assistant Professor, Dept. of English, Govt. Postgraduate College, Guna (retired)
5.	Dr. Archana Shrotriya	Internal Committee Member	Professor, Dept. of Botany, Govt. Postgraduate College, Guna
6.	Dr. Suman Lata Shrivastava	Internal Committee Member	Professor, Dept. of Chemistry, Govt. Postgraduate College, Guna

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## C. Objectives of Gender Audit Exercise

- Safety and Security of all the genders
- No discrimination based on gender
- To work in collaboration with IQAC, Anti-Ragging Committee, Grievance Redressal Committee/Internal Complaints Committee, Discipline Committee/Code of Conduct Committee, Women Empowerment Committee.
- To develop and boost the self-confidence and self-esteem of girls in the college
- To keep a check on the male-female ratio of students in the college
- To work on the personality development of the students
- To encourage students to be active voters and encouraging more women to be in leadership roles
- To create safe surroundings in case any third gender is admitted in the college
- To maintain confidentiality of the student if demanded in case of registering complaints
- To create social awareness about the problems of women, men and third gender in the society and promote gender sensitization
- To promote and document all the events and programs related to gender equality in the institution



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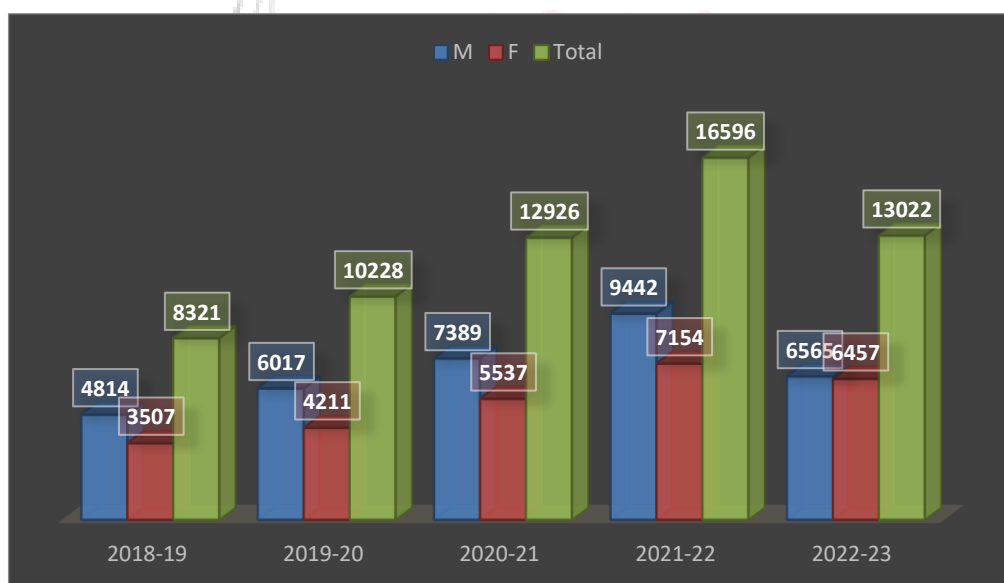
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## Gender Wise Distribution of Students and Staff

### A. Gender wise details of total students in the college

S. No.	Session	Male	Female	Total
1.	2018-19	4814	3507	8321
2.	2019-20	6017	4211	10228
3.	2020-21	7389	5537	12926
4.	2021-22	9442	7154	16596
5.	2022-23	6565	6457	13022



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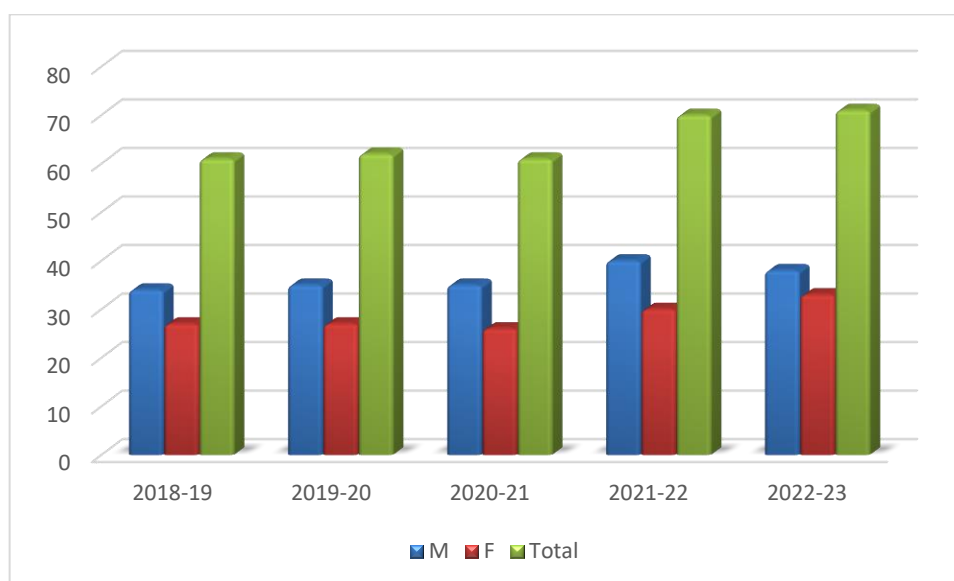
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## B. Gender wise details of total teaching faculties in the College

S. No.	Session	Male	Female	Total
1.	2018-19	34	27	61
2.	2019-20	35	27	62
3.	2020-21	35	26	61
4.	2021-22	40	30	70
5.	2022-23	38	33	71



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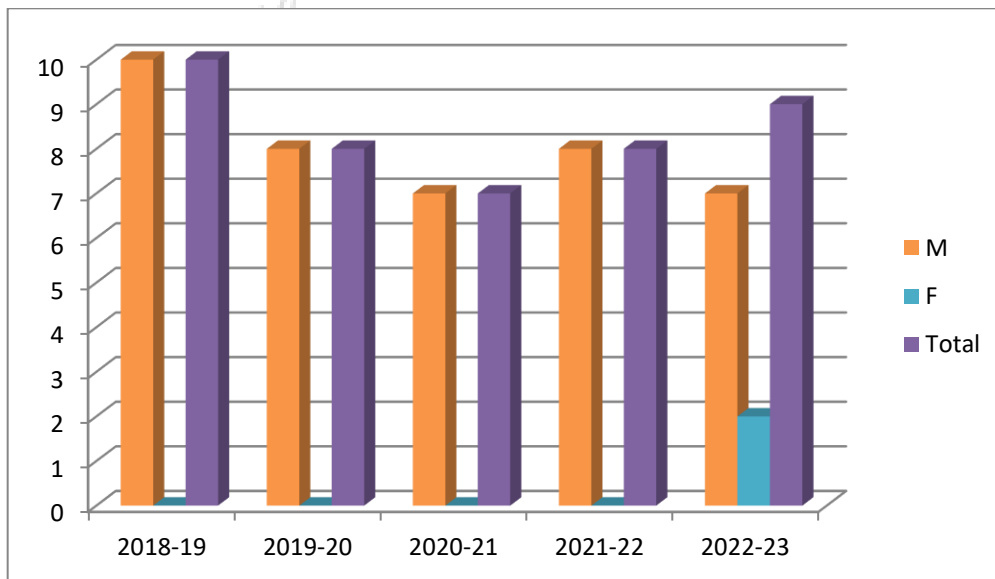
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## C. Gender wise details of total non-teaching staff in the college

### Class III

S. No.	Session	Male	Female	Total
1.	2018-19	10	0	10
2.	2019-20	08	0	08
3.	2020-21	07	0	07
4.	2021-22	08	0	08
5.	2022-23	07	02	09





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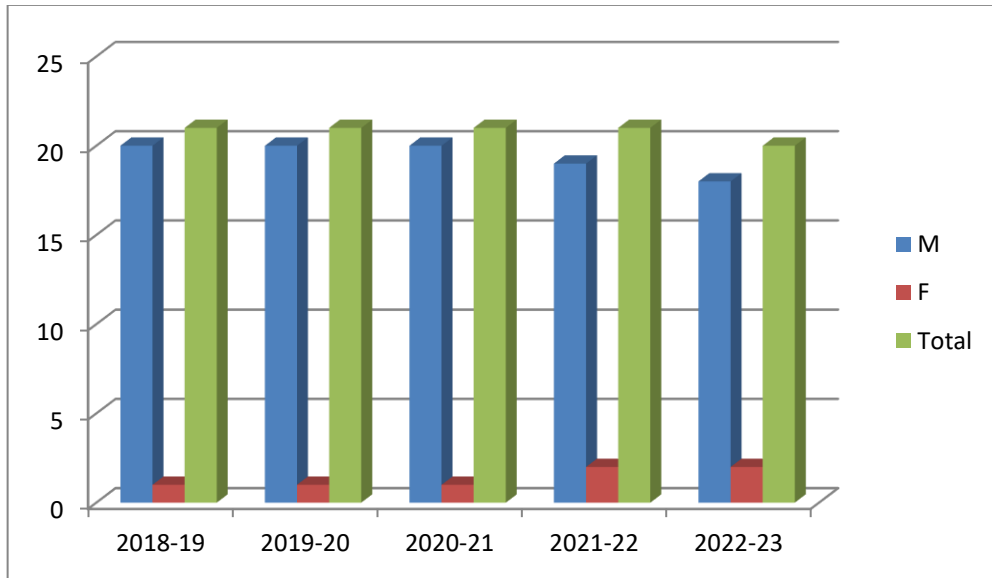
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## Class IV

S. No.	Session	Male	Female	Total
1.	2018-19	20	01	21
2.	2019-20	20	01	21
3.	2020-21	20	01	21
4.	2021-22	19	02	21
5.	2022-23	18	02	20



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## GENDER SENSITIZATION INITIATIVES

### A. Gender balance within the institution

The college does not have any power to appoint staff in the college except the ones through Janbhagidari Committee but there is no reservation of women in it according to the rules of the government. It is through MP Higher Education that the teaching staff (Permanent and Guest Faculty) and Class III and IV (Permanent) employees are appointed. The number of seats for the students are also allocated by MP Higher Education. The ratio of male:female is increasing with time. The institution makes sure that more and more female students are motivated to go for higher education. The Gender Audit Team reviewed and analysed that each one has access to resources and opportunities to physical, social, and psychological benefits by getting to participate in sports activities. The NCC unit is also seeing the involvement of women from the year 2021 after 33 percent of reservation of women thus imbibing in them qualities of comradeship, discipline, leadership, secularism, and spirit of adventure. Seminar, lectures and a workshop have been organised relating to eating the right way, self-defense, laws for women. Policies like Anti-Ragging Policy, Gender Sensitization and Equity Policy and Anti-Sexual Harassment Policy have been implemented for women and men in the institution.

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## B. Gender Sensitization Initiatives

- During examinations, boys and girls have separate entrances to avoid any rush and for the safety of women.
- There is a Girls Common Room with an attached washroom.
- There are separate washrooms for women and men and hygiene is maintained regularly.
- There is a sanitary napkin vending machine in the Girls Common Room and incinerator.
- There are 79 CCTV cameras in the college to ensure safety and security of students and staff. 37 CCTV cameras are there in the main building, 16 in Block A, 16 in Block B and 10 on the first floor of Block A.

***The following Policies and Committees and participation have helped in attaining Gender Sensitization:***

- There is a policy of POSH in the college in accordance with POSH Act 2013 which elaborates on how to file a complaint against sexual harassment and an Anti-Sexual Harassment Cell and policy.

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## Constitution of Anti-Sexual Harassment Cell

S. No.	Name	Designation
1.	Dr. Suman Lata Shrivastava	Convenor
2.	Dr. Madhuri Kori	Member
3.	Dr. Kalpana Raikwar	Member
4.	Dr. Prabhat Choudhary	Member
5.	Dr. Hariom Khatik	Member
6.	Mr. Anil Shukla	Member
7.	Ananya Bhargava	Member
8.	Rajesh Meena, MSc Sem III, Maths	Member
9.	Poonam Chourasiya, MSc Sem I, Chemistry	Member

- The campus is strictly against ragging of students in any form and there is a policy for the same.



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## Constitution of Anti-Ragging Cell

S. No.	Name	Designation
1.	Dr. V.P. Shrivastava	Convenor
2.	Dr. Kalpana Raikwar	Member
3.	Dr. Hariom Khatik	Member
4.	Dr. Piyush Parashar	Member
5.	Dr. Jagat Singh Kirar	Member
6.	Mr. Anil Shukla	Member
7.	Mr. Harveer Singh	Member
8.	Ritu Sen, MSc Sem I, Chemistry	Member
9.	Savita Yadav, MA Sem I, Political Science	Member
10.	Deepak Ahirwar, MA Sem I, Economics	Member
11.	Anushka Jain, B.Com III Year	Member

- There is a Grievance Redressal Cell/Internal Complaints Committee for the students where they can file their complaints.

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## Constitution of Anti-Ragging Cell

S. No.	Name	Designation
1.	Dr. Hariom Khatik	Convenor
2.	Dr. Devendra Bhaderia	Member
3.	Dr. Archana Tiwari	Member
4.	Mr. Santosh Saxena	Member
5.	Jyoti Kadere, MA Sem III, History	Member
6.	Ravikant Prajapati, MA Sem III, Psychology	Member

## QR Code for Online Complaints of the Students



- The Women Empowerment Cell was formed on 03 Nov, 2022 and meetings were held in November and December in which the roles and responsibilities of the Cell were discussed and the events that will be conducted in the near future.



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## Constitution of Women Empowerment Committee

S. No.	Name	Designation
1.	Dr. Archana Shrotriya	Convenor
2.	Dr. Suman Lata Shrivastava	Member
3.	Dr. Anita Gehlot	Member
4.	Dr. Megha Shrivastava	Member
5.	Dr. Shalini Kaushik	Member
6.	Himanshi Jha, MA Sem III English	Member
7.	Shivani Khare, MA Sem II English	Member

- The Psychological Counselling Cell helps the students discuss the contemporary issues they are facing with efforts to guide them to resolve those problems. The Cell helps them have fresh perspectives to their issues.

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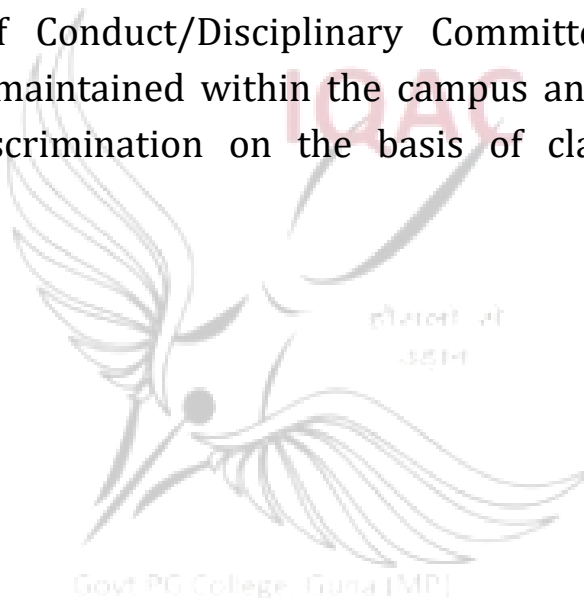
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## Constitution of Psychological Counselling Cell

S. No.	Name	Designation
1.	Dr. Hariom Khatik	Convenor
2.	Dr. Manoj Bhiroria	Member
3.	Dr. Anita Gehlot	Member
4.	Dr. R.S. Bhati	Counselling Specialist

- The Code of Conduct/Disciplinary Committee makes sure that discipline is maintained within the campus and Code of Conduct is followed. Discrimination on the basis of class, caste, gender is condemned.



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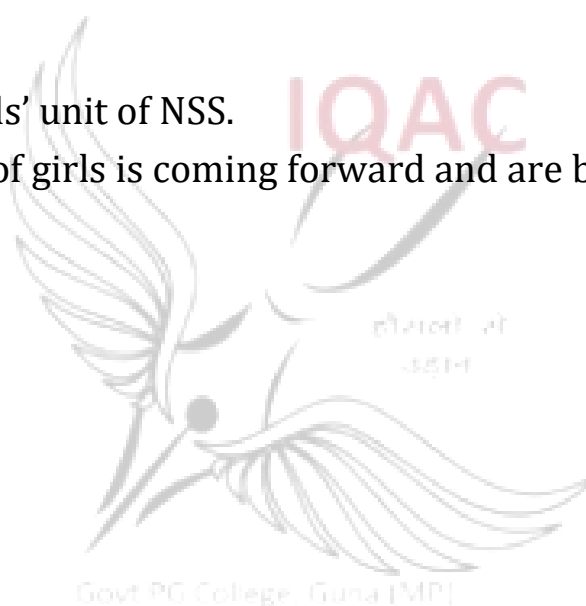
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## Constitution of Code of Conduct Committee

S. No.	Name	Designation
1.	Dr. Niranjana Shrotriya	Convenor
2.	Dr. Archana Tiwari	Member
3.	Dr. Chandrashekhar Rajpoot	Member
4.	Dr. Rita Rai	Member
5.	Sanjay Morya, BA II Year	Member
6.	Sneha Chourasiya, BA II Year	Member

- There is a girls' unit of NSS.
- The number of girls is coming forward and are being a part of NCC.



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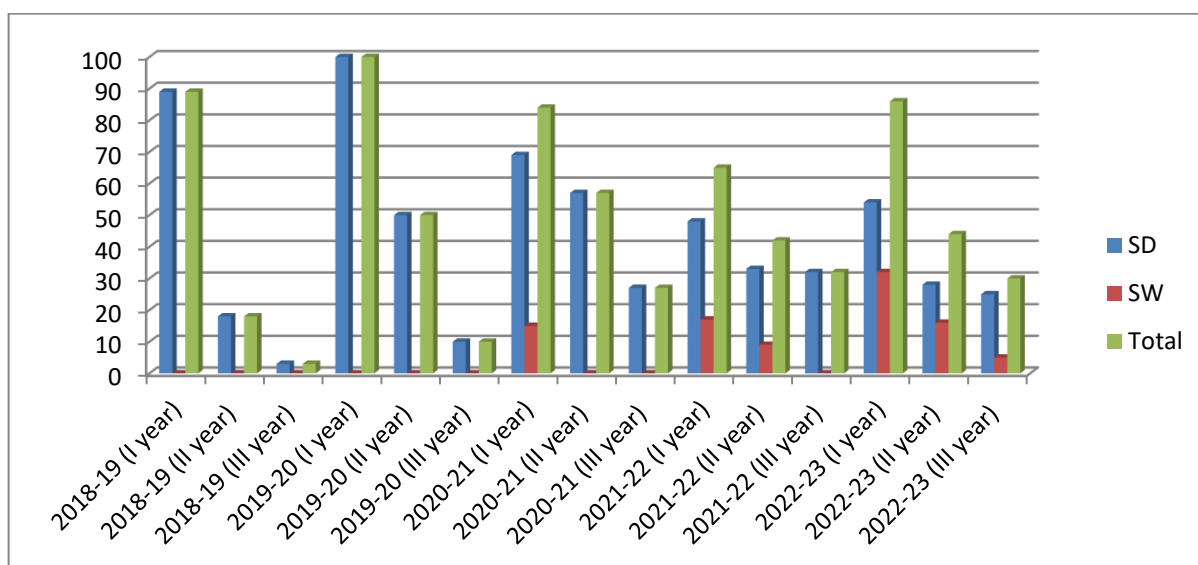
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## D-Coy NCC Session wise Enrollment

Year	I		II		III		Total
	SD	SW	SD	SW	SD	SW	
2018-19	89	-	18	-	3	-	110
2019-20	100	-	50	-	10	-	160
2020-21	69	15	57	-	27	-	168
2021-22	48	17	33	9	32	-	139
2022-23	54	32	28	16	25	5	160



- SD: Senior Division: Boys
- SW: Senior Wing: Girls

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## C. No. of gender equity promotion programs organized by the institution

S. No.	Title of the Program	Date	Female	Male	Total No. of Participants
1	Guest Lecture by Inspector Monika Jain: "Domestic Violence and Women Empowerment"	04 Jan, 22	58	27	85
2	Self-Defense Workshop	30/07/2022-05/08/2022	48	0	48
3	Eat Right Program	13 Aug, 22	10	0	10
4	National Seminar: "Women Empowerment and Gender Sensitisation"	17-18 Aug, 22	71	63	134
5	Health Camp	6 Jan, 23	62	0	62
6	Guest Lecture by Dr. Anita Gehlot: "Women and their Legal Rights"	7 Feb, 23	56	21	77
7	Workshop: "Shree Anna: Importance and Relevance"	27 Mar, 23	35	25	60
8	Value Added Course: "Applied Gender Studies"	21/04/23-18/05/23	41	18	59
9	Guest Lecture by Dr. Shalini Gupta: "Beti Bachao Beti Padhao"	15 May, 23	69	36	105

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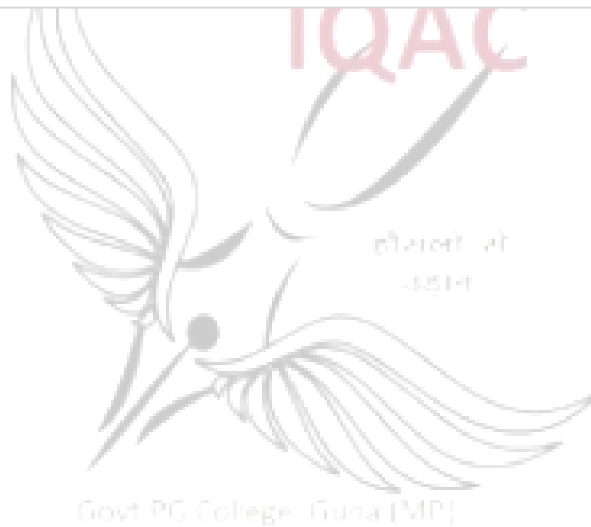
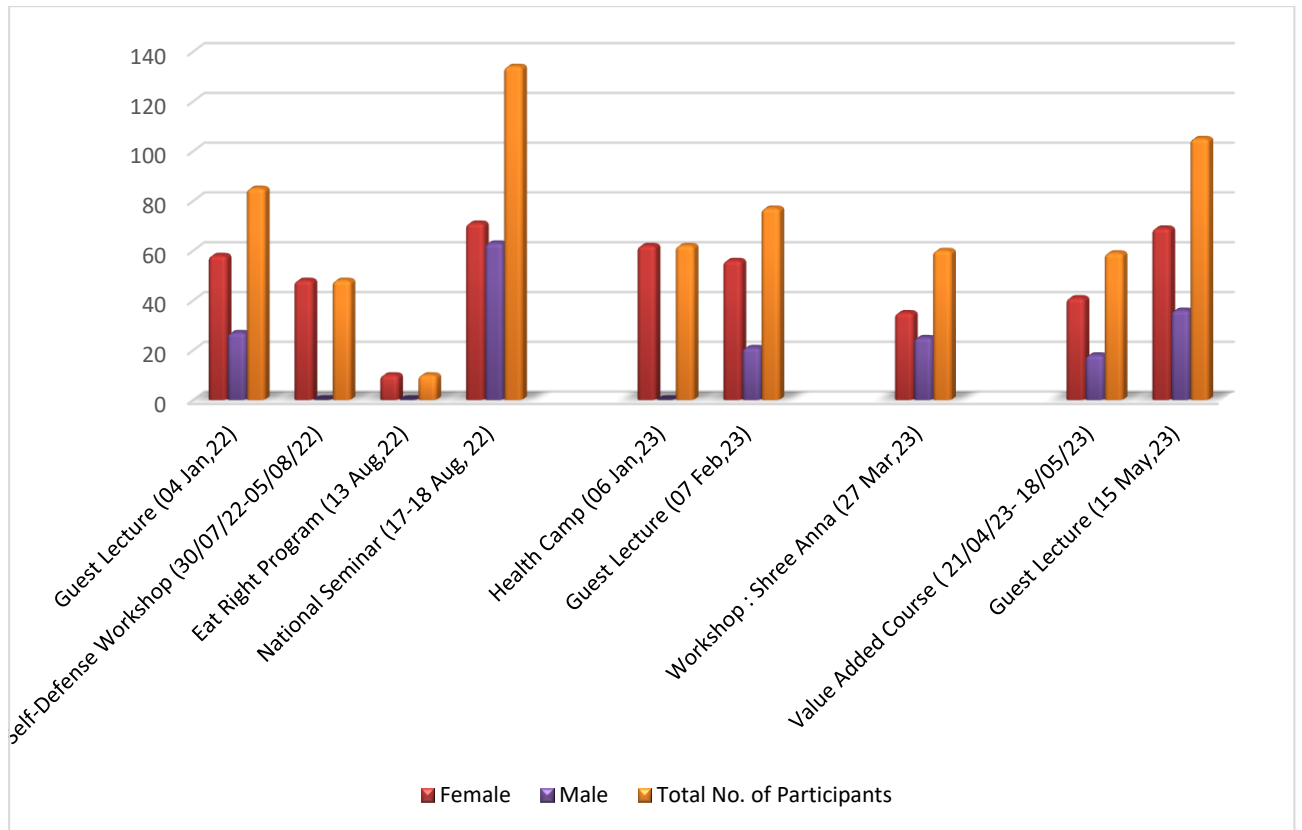
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## Conclusion and Recommendations

### A. Conclusion

Gender Equity points towards fairness in the opportunities and rights given to all the genders. Our institution does not have any enrolment in the category of third gender but it makes sure that healthy and safe surroundings are created for all the genders. The college tries to organise activities and events exclusively for women to make them aware about their rights and to have self-esteem in them. The enrollment rate of women in college is increasing every year. The participation of girls in NCC after 33 percent reservation in 2021 has motivated girls to be a part of it. Girls are motivated to take part in co-curricular and extra-curricular activities and the participation statistics shows that. The college has no role to play in the number and gender of faculty and Class III and IV staff as the appointment is done by Madhya Pradesh Higher Education Department. The analysis shows that all the objectives of Gender Audit Exercise are incorporated in policies of the institution. Students and staff have reported that they do not face any discrimination based on gender. Gender sensitive behaviour is encouraged in the institution within classrooms and outside. No complaints have been received by Anti-Sexual Harassment Cell, POSH, Anti-Ragging Cell. The staff along with the students are committed to do better in the area of gender justice. Fortunately the Committees haven't received any complaints till date which shows that the institution has a human-friendly environment/ecosystem.

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## B. Recommendations

In the near future we aim to:

- Have more female staff in decision-making roles
- Organise more co-curricular and academic activities for women
- Motivate girls to participate more in sports
- Conduct more value-added course on Feminist Studies, Masculinity Studies, and Gender Studies
- Organise more guest lectures on various topics like Women and Health, Women and Law, Feminist Linguistics
- Organise more workshops in self-defense



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## Minutes of Meeting of Gender Audit Committee

Minutes of Meeting

Name of the Institution - Govt. Postgraduate College,  
Guna

Name of the Committee - Gender Audit Committee

Date - 16 Dec, 2021

Time - 3:00 p.m.

After the formation of the Gender Audit Committee, a meeting under the leadership of the Principal was organised to discuss the role and responsibilities of the Committee. The Committee decided that a guest Lecture on "Domestic Violence and Women Empowerment" will be organised in January, 22 which will be delivered by Inspector Monika Jain. The meeting was attended by:

- (1) Dr. B.K. Tinsari - Chairman
- (2) Dr. Niranjana Shrivastava - Vice-Chairman
- (3) Dr. Suman Shrivastava - External Committee Member
- (4) Mr. Anil Kumar Chakravarty - External Committee Member
- (5) Dr. Archana Shrivastava - Internal Committee Member

(P.T.O.)



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⑥ Dr. Suman Lata Shrivastava - Internal  
Committee Member

Admin  
Minister  
scm

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## Minutes of Meeting.

Name of the Institution - Govt. P.G. College,  
Guna.

Name of the committee - Gender Audit committee

Date - 4 July, 2022.

Time - 2:00 P.M.

The meeting was held under the headship of the Principal to discuss about 7 days 'Self defense Workshop' for female students of the College.

The workshop will aim at empowering women physically and mentally, apart from self defense it will motivate the students to defend others ~~as~~ as well.

The following members have attended the meeting -

1. Dr. B.K. Tiwari - Chairman
2. Dr. Niranjan Shrivastava - Vice-chairman
3. Dr. Suman Shrivastava - External Committee member
4. Mr. Amal Kumar Chakravarty - External committee member



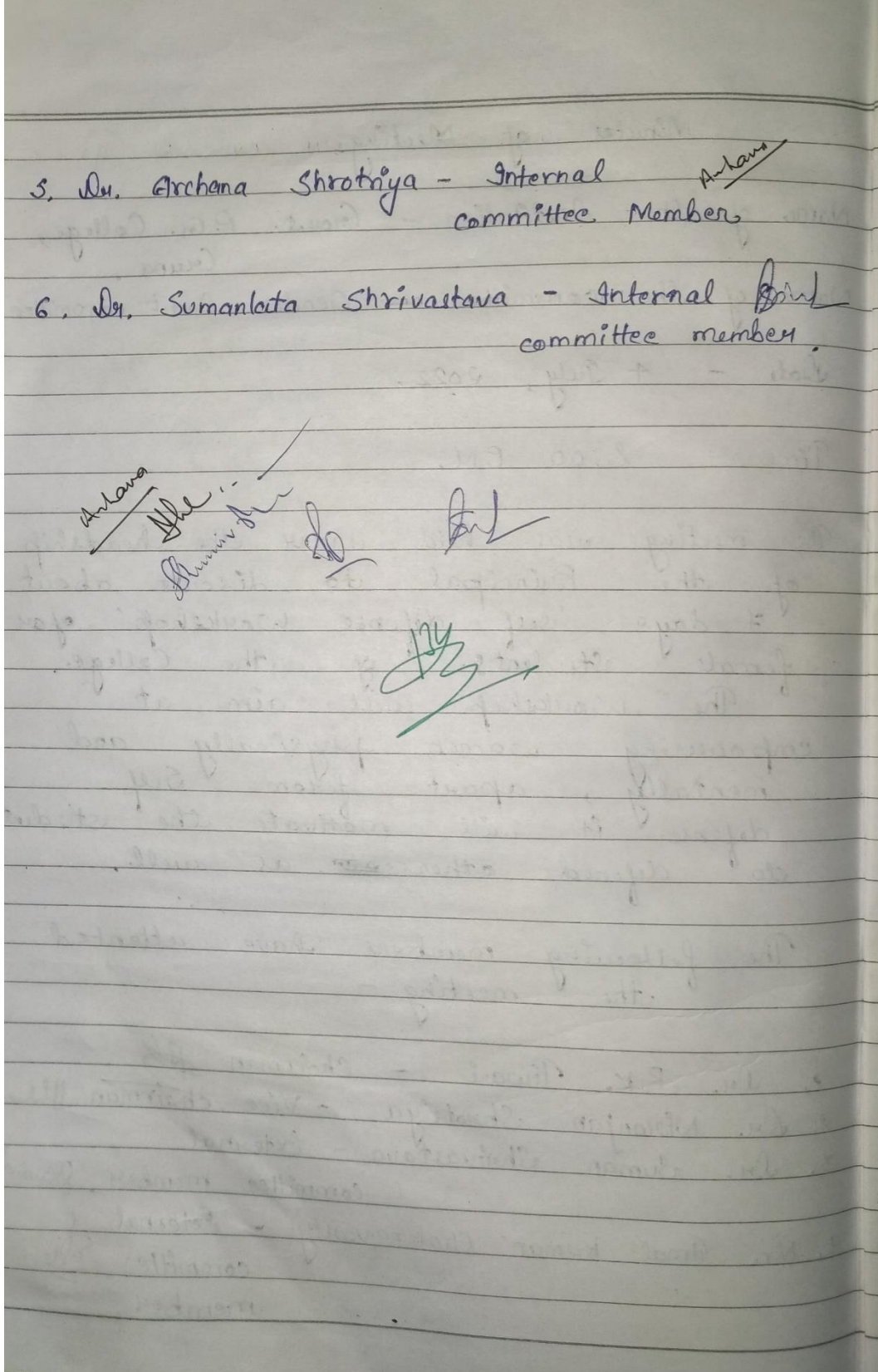
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## Minutes of Meeting



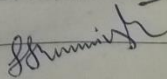

Name of the Institution - Govt. P.G. College  
Guna.

Name of the committee - Gender Audit Committee

Date - 8 August, 2022.

Time - 12:00 P.M

Under the headship of the Principal, a meeting was held to see the progress made by gender audit team. In the meeting it was discussed that after the two events successfully organised in the past, the third event will be "Eat Right Programme". The programme will be for female students of the college and will aim at the right kind of eating keeping in mind the nutritional value of food and a comparison will be made with junk food. The following attended the meeting :

1. Dr. B.K. Tiwari - Chairman 
2. Dr. Nishanjan Shrotriya - Vice-Chairman 
3. Dr. Suman Shrivastava - External  
Committee member 
- A) Mr. Anil Kumar Chakravarty - External  
Committee member. 

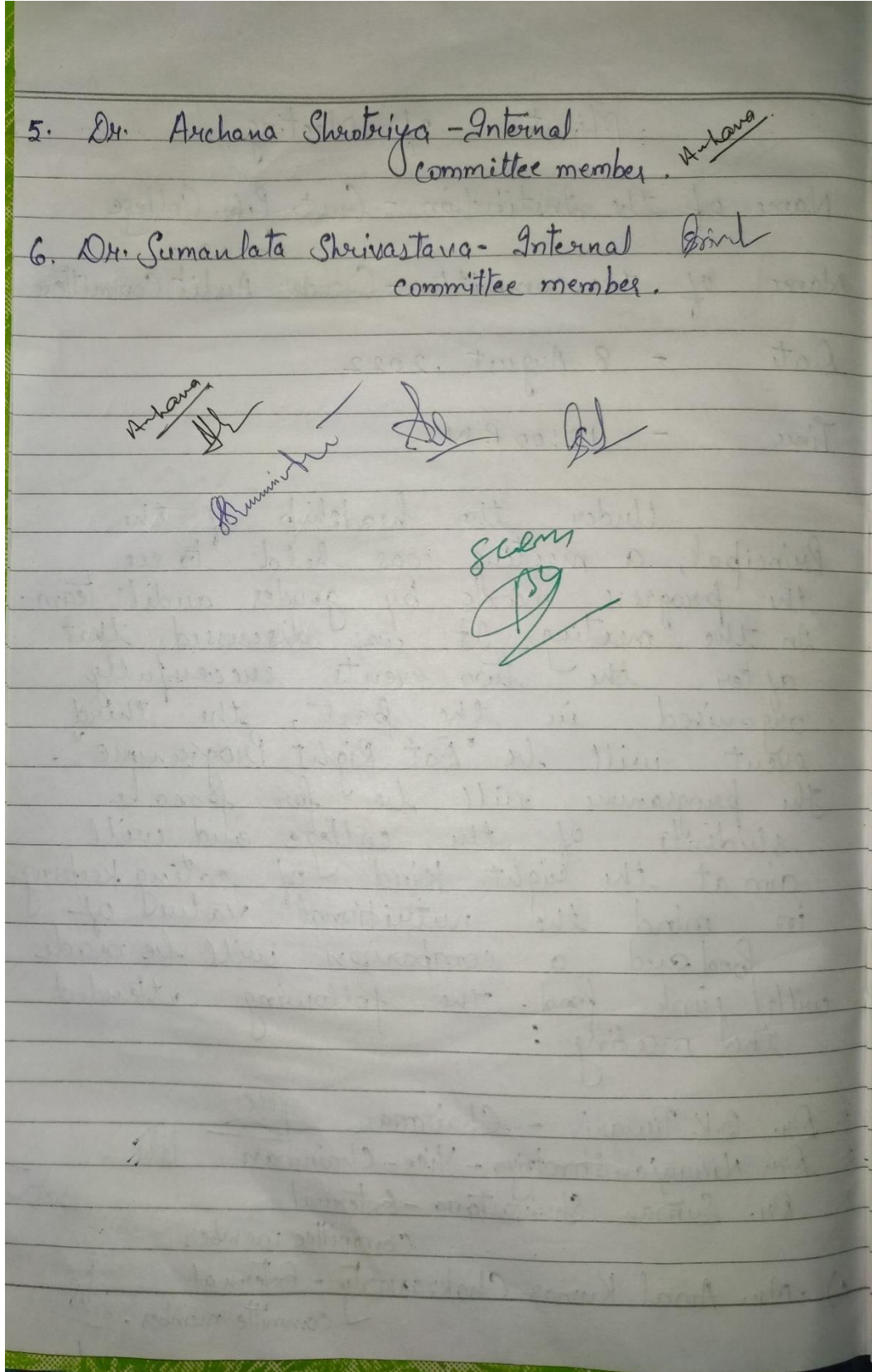
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## Minutes of meeting

Name of the institution :- Govt. P.G. College, Guna

Name of the Committee :- Gender Audit Committee

Date - 12 August, 2022

Time - 01:00 PM

A meeting was organised under the leadership of the Principal in the meeting it was discussed that the Botany department of the college decided to take the initiative to organize two days National Seminar on "Women empowerment and Gender Sensitisation" on 17<sup>th</sup> & 18<sup>th</sup> August in collaboration with IQAC.

The speakers of the seminar were decided as Dr. Sujata (New Delhi), Anushakti Singh (New Delhi), Dr. Sonal (Indore) and Dr. Moni Mohan Mehta (Gang Basoda). Various committees were formed for the seminar like editorial team, Registration team, Certificate writing Committee, Discipline Committee, Accommodation Committee etc.

The following attended the meeting:

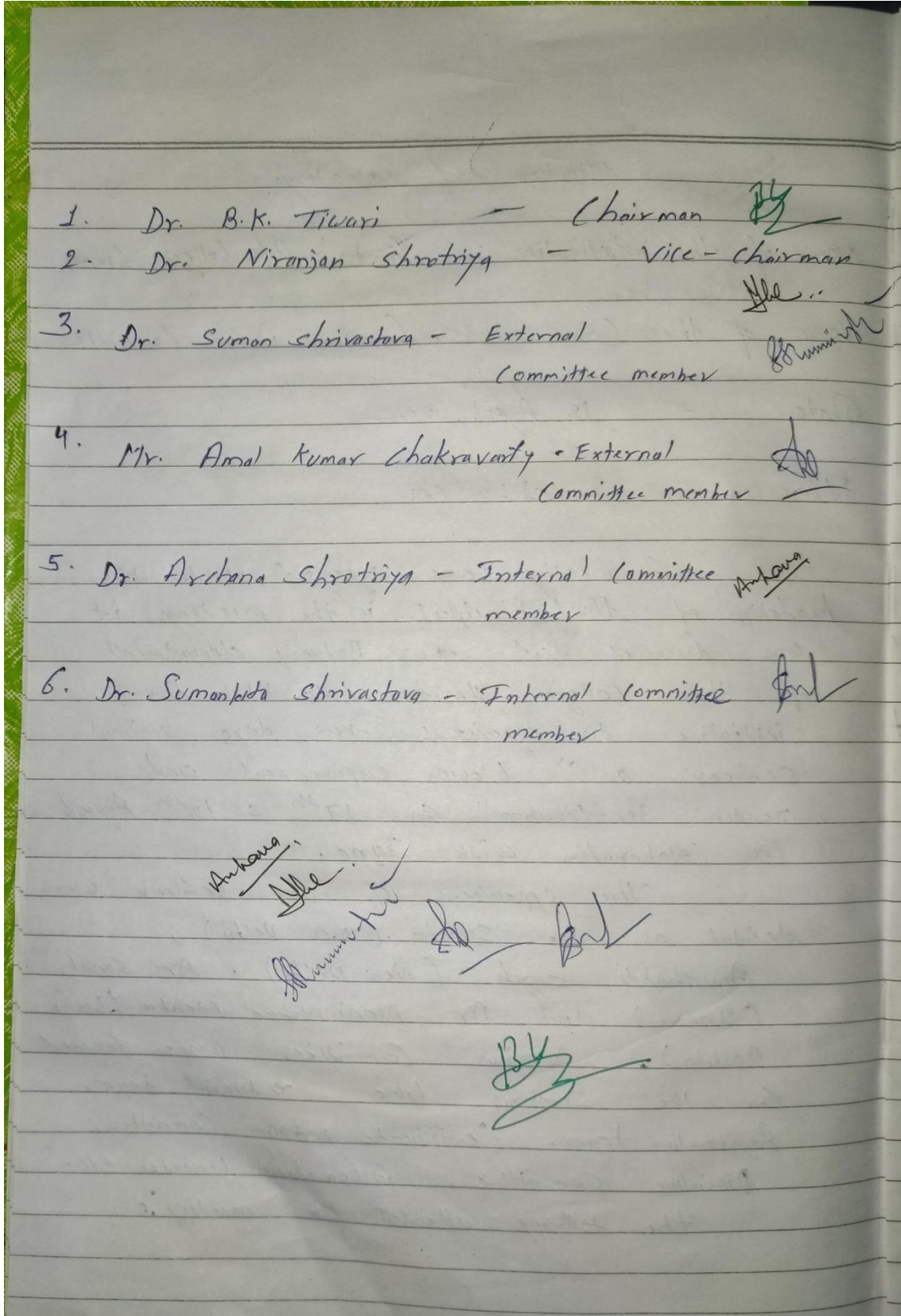
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## Minutes of Meeting

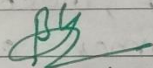

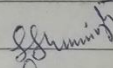

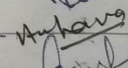
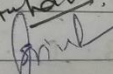
Name of the institution - Govt. PG College, Guna

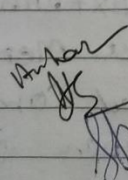
Name of the committee - Gender Audit Committee

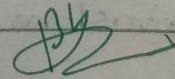
Date - 28 Dec, 22

Time - 1:30 pm

The meeting was held under the leadership of the Principal to discuss about the Health camp to be organised in Jan, 23 by NSS girls unit. It was decided that Dr. Y.S. Raghunandhi and Dr. Disha Patkar will be the specialists in the camp. The meeting was attended by:

1. Dr. B.K. Tiwari - Chairman 
2. Dr. Nirajana Shrivastava - Vice-Chairman 
3. Dr. Suman Shrivastava - External Committee Member 
4. Mr. Anand Kumar Chakravarty - External Committee Member 
5. Dr. Archana Shrivastava - Internal Committee Member 
6. Dr. Sumanlata Shrivastava - Internal Committee Member 





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## Minutes of Meeting

Name of the institution : Govt. PG College, Guna

Name of the committee : Gender Audit Committee

Date : 1 Feb, 23

Time : 3-30 PM

Under the leadership of the Principal, a meeting was held to analyse the success of the Health Camp organised by NSS Girls' wing. The next event will be organised on 7 Feb, 23 by the Women Empowerment Cell in collaboration with IQAC which will be a guest lecture by Dr. Anita Gehlot, Asst. Prof., Govt Law College, Guna on the topic "Women and their Legal Rights". The following members attended the meeting:

1. Dr. B. K. Tiwari - Chairman
2. Dr. Niranjan Shrivastava - Vice Chairman
3. Dr. Suman Shrivastava - External Committee member
4. Mr. Amal Kumar Chakraborty - External Committee Member
5. Dr. Archana Shrivastava - Internal Committee Member
6. Dr. Sumanlata Shrivastava - Internal Committee member



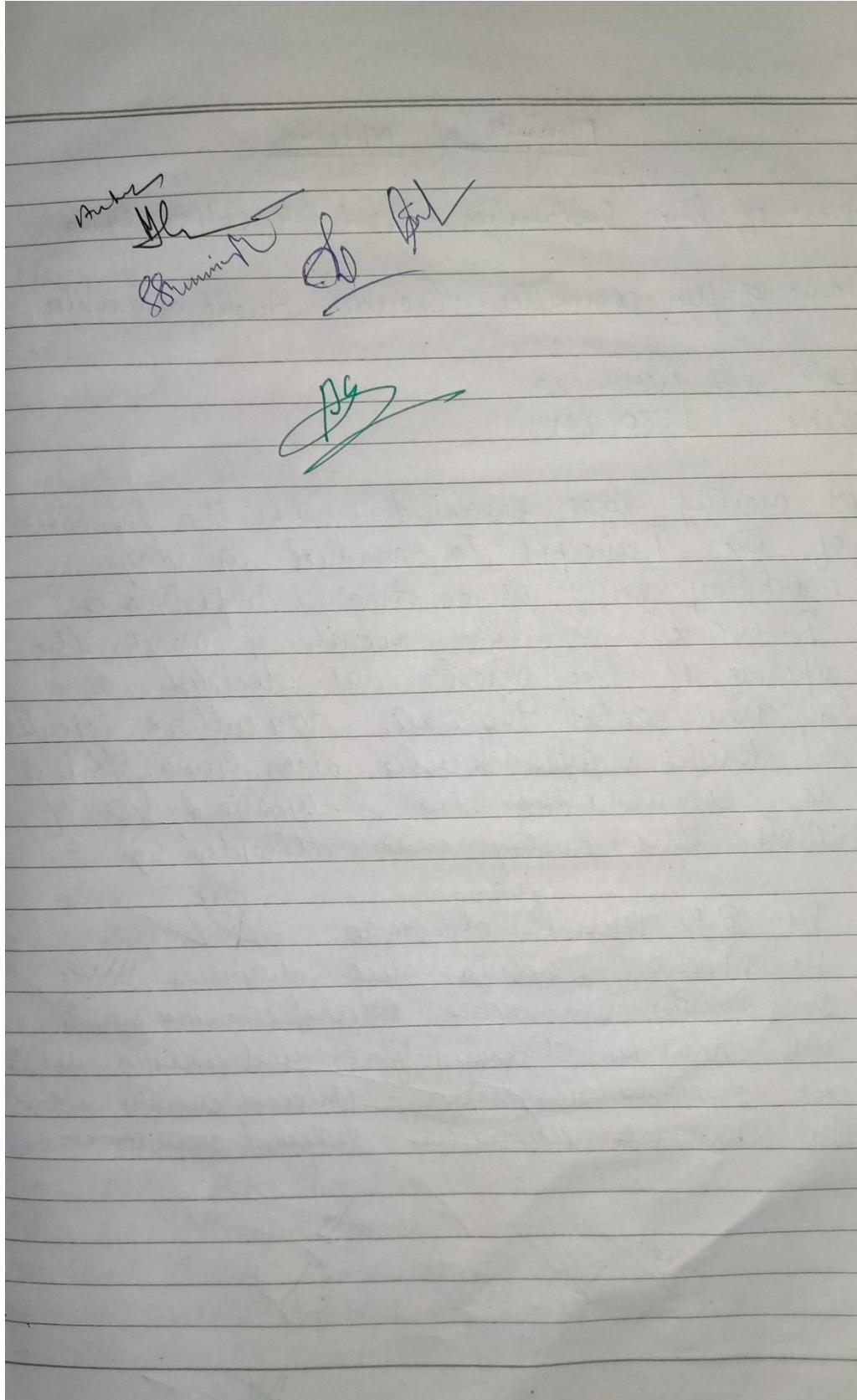
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## Minutes of Meeting

Name of the Institution :- Govt. P.G. College, Guna

Name of the committee :- Gender Audit committee

Date : 2 March, 23

Time : 1:30 PM.

A meeting was organised under the supervision of the Principal to conduct a day's workshop on "Shree Anna: Importance & Relevance" in the month of March. The speaker of the event was decided as Dr. Bhushtanlal Prajapati, Agriculture Scientist at Krishi Vigyan Kendra Anon, Guna. This is to commemorate the International Year of Millets. The meeting was attended by

1. Dr. B.K. Tiwari - Chairman
2. Dr. Nityan Shrivastava - Vice-Chairman
3. Dr. Sunil Shrivastava - External committee member
4. Mr. Anil Kumar Chakravarty - External committee member
5. Dr. Archana Shrivastava - Internal committee member
6. Dr. Sumanlata Shrivastava - Internal committee member

Ankur

Dr. B.K. Tiwari

Dr. Nityan Shrivastava

Dr. Sunil Shrivastava

Dr. Anil Kumar Chakravarty



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## Minutes of Meeting

Name of the Institution :- Govt. P.G. College.

Name of the Committee :- Gender Audit Committee.

Date - ~~3 April~~ 3 April 2023

Time - 3:30 PM.

Under the supervision of the principal. It was decided that the Department of English will organise a 30 hours value-added course on "Applied Gender Studies" for the students of the College which will include analysis of Indian films, web-series and advertisements along with the knowledge of basics of gender. The course will be completed in the month of May. The meeting was attended by :

The meeting was attended by :-

1. Dr. B.K. Puri - Chairman
2. Dr. Niranjana Shrivastava - Vice-Chairman
3. Dr. Suman Shrivastava - external committee member
4. Dr. Archana Shrivastava - internal committee member
5. Dr. Amal K. Chatterjee - external committee member

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6. Dr. Sumanlata Shrivastava - Internal committee member.

Author  
Dr. Sumanlata Shrivastava

Signature



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## Minutes of Meeting

Name of the institution: Govt. PG college,  
Guna

Name of the committee: Gender Audit Committee

Date: 4 May, 23

Time: 12:00 Pm

Under the leadership of the principal, it was decided that NSS unit's unit will organise a guest lecture in the month of ~~May~~ May on "Beti Bachao Beti Padhao". The resource person for the event will be Dr. Shalini Gupta, Assistant Professor, Govt college, Mungawali. The meeting was attended by:

1. Dr. B. K. Tiwari - chairman
2. Dr. Nishant sharma - Vice-Chairman
3. Dr. Sunan Chavastava - external committee Member
4. Dr. Archana sharma - Internal committee Member
5. Dr. Anam Ku. Chakravarty - external committee Member



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6. Dr. Sumanlata sheivastava - ~~Private~~  
Internal committee Member,  
Ankur  
Sumanlata  
seen