Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal M.P.**
Name of the head of the Institution	**Dr. Vibha Shukla**
Designation	**Principal**
Does the Institution function from own campus	**No**
Phone no/Alternate Phone no.	**07552551837**
Mobile no.	**9826773240**
Registered Email	**hegbsccbho@mp.gov.in**
Alternate Email	**sudhanshu_dhar@yahoo.co.in**
Address	**Gokhale Hostel Jehangirabad In front of Khatlapura Temple**
City/Town	**Bhopal**
State/UT	**Madhya Pradesh**

Pincode	462008

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Sudhanshudhar Dwivedi
Phone no/Alternate Phone no.	07552551837
Mobile no.	9425007434
Registered Email	sudhanshu_dhar@yahoo.co.in
Alternate Email	hegbsccbho@mp.gov.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/InstituteAdmin/Profile/Upload_AQAR_Reports.aspx?CID=Mw==

4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://gscbhopal.in/page.php?wpid=22

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	70.40	2006	17-Oct-2006	16-Oct-2011
2	B	2.79	2016	25-May-2016	24-May-2021

6. Date of Establishment of IQAC	02-Jul-2007

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
First	04-Aug-2017 1	8
Second	25-Sep-2017 1	11
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal M.P.	New Building	State Government	2018 180	72714000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1 Meetings were held. 2 Teachers were motivated to write research papers and get them published in national and international journals. 3 The meetings were focussed on academic excellence. 4 Various committee members were motivated to work for their assignments.

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

Plan of Action	Achivements/Outcomes
Emphasis on social activity.	Different Social Activities Organized by NCC and NSS Unit.
Promotion or research climate.	Registered Research Guide and researcher are being guided by them.
Internal documentation emphasised.	Follow MIS System.
Various parameters for academic and administrative activities of the institution were enmarked.	Proposal for new Faculty of Arts and Home Science.
Creating learner centric environment	Proposal for reopening of PG in Botany and Zoology. Proposal for Increasing two post in Mathematics.
Ensuring Quality Culture.	Achieved successfully

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	08-Mar-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	It is a computer based system that provides the tools to organize evaluate and efficiently manage departments within an institute. Its main purpose is to improve efficiency of office activities and to store student and personal data. List of modules currently operational in our institute are: • Guest faculty details • Details of meritorious students • Student strength • Scholarship details •

Teaching vacancies • Janbhagidari
details • Time table schedule •
Eservice book details •
Transfer/relieving detail • Joining
details

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Govt. Dr. Shyama Prasad Mukharjee Science & Commerce College, Bhopal is a post graduate college accredited with grade B. Our college runs courses both at UG and PG level. The college offers B.Sc./B.Com. at UG level and M.Sc. Chemistry/ Mathematics along with M.Com. at PG level. The time table committee of college prepares the time table and then gives to the various department of the college. The each department makes his own time table and distribute to each professor of the department. Teaching and non-teaching days is allotted in the academic calendar of Higher Education. Total teaching days for UG is 188 days & for PG the number of teaching days is 180 days. According to prescribed syllabus, teachers conduct their classes and complete the syllabus allotted to them before time. Professor schedule continuous & comprehensive evaluation (CCE) twice a year either by objective type question/ test/or giving written home assignment/ presentations/ oral tests (viva) poster and chart making, quizzes, questionnaires. Examinations are also conducted as per the academic calendar by Barkatullah University, Bhopal. Annual function, sport, NCC, NSS and other activities are also included in the Academic calendar. Besides this literary and cultural activities are held from time to time throughout the year such as Essay, Debate, elocution competitions etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Biotech	17
BSc	Physics	38
BSc	Mathematics	52
BSc	Botany	70
BSc	Chemistry	50
BCom	Commerce	163
MSc	Mathematics	15
MSc	Chemistry	10
MCom	Commerce	17

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

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

Feedback Obtained
Our college is committed to the high standard of education and other provision for its students and encourage students to give beautiful and constructive feedback. Our students feedback is directed at providing:- a- A safe, Professional and friendly environment. b- High quality teaching, assessment and management of learning. c- Student's progress and achievement. d- To find out strengths and weakness to make better future of the students. Many responses indicate that the students felt that their teachers were knowledgeable, skilled, enthusiastic, committed and prepared with their subjects. But they complained that lack of seating arrangement in class room, no wi-fi, no auditorium, no ground for sports activities, no photocopy machine for students, no canteen, no sufficient books for competitive exams, no cleanliness in college, no reading room in college. As a result of student's feedback, the college continue to review, develop and implement policies. Cleanliness is maintained. Syllabus is covered by teachers and relevant topics are covered beyond syllabus and technical contents are covered. A non-traditional method is CCE is used by teachers. Internet facility in the library is provide. Students can go to other colleges for sports activities and competitions. Teachers

encourage the students for participation in extracurricular activity. Efforts are being made to provide ventilation in class room. Sports facility in college campus provide photocopy machine for students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Chemistry	40	31	31
MSc	Mathametics	40	34	34
MCom	Commerce	40	37	37
BCom	Commerce	480	422	422
BCom	Computer Application	90	81	81
BSc	Bio Biotechnology Mathematics Computer Science	1140	910	910
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1413	102	30	13	13

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
Nill	13	1	1	1	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentor system is implemented in the institute where in 45-55 students are assigned to a faculty member who act as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitors their academic performance. At first year level, students' academic and personal problems of concern as well looked after by the class mentors. Mentoring system is available for all graduate and post graduate students. The students are given guidance for career, personal, besides academic issues. The meetings of mentorship are conducted regularly, in which students meet their mentors for academic and personal issues. The students who have less attendance and who have missed their internal tests are paid special attention from

mentor's side. The mentor is also responsible to provide counselling to the student and provide guidance regarding personal and academic issues. The role of the mentor is to nurture the students and guide them for any issues they are coming across students who are week in studies are given counselling by the mentors and the subject teachers. Students are supported and guided both in co-curricular and extracurricular activities. The mentors of the class discuss with each and every student individually and supports them in all the possible ways to enrich their academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1515	30	1:51

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
31	27	2	27	25

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	C044	I Sem	26/12/2017	15/02/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Institution carefully implemented the curriculum designed by the Barkatullah University, as per the curriculum of course each department implemented the course as per guideline mention in the curriculum, each department makes semester/year wise Continuous Internal Evaluation in the institution. As per rules each department conduct internal assessment such as class test, assignment etc. Similarly project assignment, Internship, theory assignment and practical assignment also evaluated by the rules of Barkatullah University. Above mention internal assessment activity is arrange in each semester/year. In test activity course given to students and examination department prepare a time table of internal assessment tests, as per time table students were present to attain the tests. Project assignment and seminar topic awarded to PG students, students makes search on particular topic and collect information about the projects, read it and write summary in their own language and submit to concern department then concern faculty makes assessment on it and award the marks to students. Seminar topic is also given to PG students, students prepare the concern topic then after faculty scheduled the date to delivered the seminar, as per scheduled dates students delivered the seminar in front of all

students, concern faculty make assessment on it and awards the marks. In this way all faculty conducts the internal assessment examination and keep the record together, then after evaluation such activity data is submitted to university, and university declares the result of students.

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

Institution prepared a calendar as per the scheduled prescribed by the Barkatullah University M.P. Higher Education for implementation of Curriculum and participation in Extra - curricular and co-curricular activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar according to MP Higher Education Department to organise the curricular and extra-curricular activities in the institution. In academic calendar institute adhered to available working days, short and long holidays, National Public holidays, Admission process, semester wise Teaching Plans, Tentative University Examination days of semester, Tentative practical examination days, allocation of Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment, Class tests, Practical Assignment, Submission of Internal Assessment work, ICT Lectures, Guest Lectures, Celebration of National Science day, Celebration of Teacher's day, Yoga day, Swami Vivekanand Jayanti, sampling plantation and special days etc. Departmental unit tests, Educational tour, Departmental stock verification, Awareness programmes and rallies, organising workshop/seminar activity are planned month wise and makes implementation on it. As per academic calendar institute follows all the related curricular, Co-curricular and Extra- curricular activities for the better academic work. As per academic calendar institution participated in the Extra-curricular activities like participation Athletics, participation in youth festival, participation Inter-collegiate sport competitions like cricket, kabaddi, chess, badminton, table tennis organised by the Barkatullah University, Bhopal. Besides this institute arrange some curricular and co-curricular activities casually as per the guidelines by the MP Higher Education time to time. Institute to run all the activities as per the academic calendar

2.6 – Student Performance and Learning Outcomes

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

http://gscbhopal.in/page.php?wpid=22

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C031	MCom	COMMERCE	18	18	100
C050	MSc	MATHS	14	12	85.57
C044	MSc	CHEMISTRY	11	11	100
C085,C116, C062,C067,C1 37	BSc	SCIENCE	254	165	64.96
C198	BCom	computer apllication	18	16	88.88
C032	BCom	COMMERCE	167	141	84.43

2.7 – Student Satisfaction Survey

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

http://gscbhopal.in/page.php?wpid=22

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	MPCST	478000	239000

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Mathematics	2
Chemistry	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Botany	3	0
National	Physics	2	0

International	Mathematics	9	0
International	Zoology	2	0
International	Botany	2	0
International	chemistry	1	0
National	chemistry	2	0

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

Department	Number of Publication
Zoology	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2017	0	NIL	Nill
NIL	NIL	NIL	2018	0	NIL	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2017	Nill	Nill	NIL
NIL	NIL	NIL	2018	Nill	Nill	NIL

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	49	Nill	Nill
Presented papers	Nill	Nill	9	Nill
Resource persons	Nill	Nill	3	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities

NIL	NIL	Nill	Nill

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Voter Awareness Programme	Campus Ambassador	Higher Education	2

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS	Govt Science and Commerce College Benazeer Bhopal	HIV AIDS Awareness	3	100
NSS	Govt Science and Commerce College Benazeer Bhopal	Cleanliness Drive	3	70

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
391260	391260

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	NIL	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	Nill	Nill	Nill	Nill	Nill	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	36	1	2	0	1	5	11	59	0
Added	0	0	0	0	0	0	0	0	0
Total	36	1	2	0	1	5	11	59	0

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

59 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	[NIL](NIL)

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
838295	5000	1181330	969319

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

In 2017-18 college is running at Jehagirabad near by lower lake. It is located in 100100 square meter area with two storied building which has part of M.V.M college hostel. Building has double stories with following infrastructure. Campus Area:-100100 Class room: - 12 Laboratories: - 06 Seminar Halls:-02 Class room with LCD facilities: - 01 Class room with Wi-Fi/LAN: - 05 Seminar halls with ICT facilities: - 05 Department of Botany, Zoology chemistry Physics were own laboratory facilities and computer lab with All safety measure like FIRST ADD KIT and FIRE EXTINGUISHER Chemistry and Biotechnology dept. is always allowing their students to wear cotton cloths. All facilities are provided by the college is beneficial for students up gradation as well as for teaching and non teaching staff. Different committees in college are working for different aspects for betterment of college. Laboratories: - the college has chemistry botany and zoology and physics and computer lab with all needed facilitates and lab instruments which are maintained by lab technician and lab attendant. Equipments with laborites are safety tools, FIRST ADD KIT. Library:- All P.G department have their own libraries' A team of facility member and entire library staff conduct stock verification involving counting of books and making list of total books are present in library every year Sports: - College has good sport facilities with gym equipment sports teacher is establishing and conducting sports Activities. At college level and sending different team for different sports activities at inter college and up to university level.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	SC ST OBC Gao ki beti Pratibha Kiran	860	6761695

	Vikramaditya SC Awas Yojna ST awas Yojna		
b)International	NIL	Nill	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Beautician Course	11/09/2017	24	Swami Vivekanand Carrer Guidance Cell
Personality Development and Communication Skill	11/09/2017	36	Swami Vivekanand Carrer Guidance Cell
Cyber Crime Awareness Program	02/02/2018	81	Swami Vivekanand Carrer Guidance Cell

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Preparation for Jobs in Banking Sector	36	Nill	Nill	Nill
2018	Career Fair	Nill	50	Nill	Nill

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	LUPIN Mandideep	29	Nill

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	2	BCom	Commerce	Govt Science and Commerce College Benazeer Bhopal	MCom Commerce
2017	9	BSc	Mathematics	Govt Science and Commerce College Benazeer Bhopal	MSc Mathematics
2017	5	BSc	Chemistry	Govt Science and Commerce College Benazeer Bhopal	MSc Chemistry

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

Items	Number of students selected/ qualifying
Nill	Nill

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

Activity	Level	Number of Participants
Chess	District	10

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Karathe Under 21 years (2nd Position)	National	1	Nill	Nill	Shri Rohit Baseriya
2018	Participation	National	1	Nill	Nill	Anshika Thakur
2018	Participation	National	1	Nill	Nill	Shri Gourav

						Shakya
2018	Particip ation	National	1	Nill	Nill	Shri Ranjan Patel

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

As per Madhya Pradesh Government and Higher Education Department all colleges did the process of student council open election. In our college the election procedure for class representative took place on 30-10-2017 for 32 different classes. The elected office bearers for student council in session 2017-18 were as follow: President- Ms. Devyani Mishra (B.Sc. V Sem Biotech) Vice President- Mr. Vivek kumar Shukla (M.Sc. I Sem Chemistry) Secretary- Ms. Jyoti Umath (B.Sc. III Sem Biology) Joint Secretary- Ms. Ruchika Baghel (B.Com. V Sem Computer Application) All the office bearers took oath in presence of Dr. Vibha Shukla Madam Principal of the college and student council was form in presence of all class representative and college staff.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<div align="center">0</div>

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

<div align="center">0</div>

5.4.4 – Meetings/activities organized by Alumni Association :

<div align="center">NIL</div>

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The principal as head of the institution constitutes various committees at the beginning of the session to promote a culture of participative management. The conveners and the members of this committee are accountable for various tasks. The principal mentors all academic and administrative activities. Likewise nonteaching staff is also given charge of specific assignments indicating thereby administrative decentralization. As the institute is having by sociality and economically weaker students, the institute has acquired its mission towards achieving such goals that SUBSENCE these students. In this line the distinctive feature of the institute, it may be defined in terms of emphasis both on curricular and extracurricular activities.

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

<div align="center">Yes</div>

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	Its main role is to maximize employee performance with the help of strategic objectives of employer. It concerns with management of people, focussing on policies and system. Various policies were enmarked. Emphasis on refresher and orientation programmes was laid. Sound financial management was also emphasised. Different committees were formed so as to enhance quality of the institution.
Library, ICT and Physical Infrastructure / Instrumentation	Library- not computerised. Area 40x14sq.feet Reading room01 Steel Almirah 50 Photocopy machine01 Computer 01 Book case02 ICT- Computers 52 Portable Visual Presenter 02 Portable interactive Board 02 Portable interactive Pad04 LCD Projector 04 Multifunctional Photocopier04 Laptop 01 Physical Infrastructure- Chairs 206 Table27 Students Table 255 Stool 272 Fans 23 Cooler 24 Photocopy Machine 03 Fax machine 01 Printer 02 Fiber Chairs 84 Biometric machine 03 Water cooler 03 AC 06 Almirah 102 Instuments- Department of Botany • Autoclave • Low Temp. Ultracentrifuge • Incubator • Temperature Regulated Incubator Shaker • Hot air oven • Vortex • Spectrophotometer Vis-UV • Ph Meter • Laminar Air Flow/ Biosafty Cabinet Level 1 • Refrigerator • Defreeze • Balance • Viscometer • Fraction Distillation Unit • Shaker • Camera Lucida • Chromatography Chamber with slides and stand • Compound Microscope • Double Demonstrator with microscope • Pointer Eyepiece • Jyoti Slope (4 parts one Box) • Lux meter, Heamatometer, Ph Meter • Eyepieces Box (17No. 15x, 1Ono. 20X Dissection Microscope, 12no.20x) • Microscope • Dissection Microscope • Slide Projector • Hot Plate Round • Round Slide Stand • Water Filter • Automatischer Diaprojector • Brass Stove • Surgical Tray Department of Chemistry • Colorimeter • PH meter • Spectrophotometer • Conductivity meter • Melting point apparatus • Water bath • Universal hot air oven • Magnetic stirrer • Chemical balance • Microprocessor soil water analysis kit • Single Pan electrical balance cap 200gm, sensitivity 0.1mg • Distilled water assembly • Heating Mantle • Micro centrifugal machine • Kipp's apparatus

	• Extraction Unit • Hot Plate Department Of Zoology/Biotechnology • Centrifuge • Single pan balance (Modern M/20) • Spectrophotometer 106 (Systronics) • D O meter 141 (Model 811E) • Conductivity meter 311 (Systronics) • Photoelectric colorimeter • PH meter 324 (Systronics) • Turbidity meter 131 (Systronics) • Handy PH meter 324 (Systronics) • BOD incubator • Balance (Te-214-S) • Double beam Spectrophotometer UV-VIS • Electrophoresis Unit • Autoclave • Centrifuge • Hot Air Oven • Incubator • Laminar Air Flow • Spectrophotometer • UV Trans illuminator Department Of Physics • Spectrophotometer • Hall Effect Apparatus • Telescope • Biquartz polarimeter • Half Shade Polarimeter • Newtons Ring • R.C. Coupled Amplifier • Field Effect Transistor • MOSFET Transistor • Zenor Diode • Tunnel Diode • Joules Calorimeter • Carry Foster bridge • Maxwells Bridge • Shearing Bridge Anderson Bridge
Research and Development	For promotion of research various scientific projects are being handled by teachers. Resources are mobilized for research. Teachers are encouraged for various training programmes. Research work is published in reputed journals. Our future aim is to promote consultancy and collaborations.
Examination and Evaluation	Examination is planned by University. Evaluation is done by teachers both at university as well as at college level. Students are evaluated in college on the basis of CCE and Projects. Student performance and learning out come by way of result is duly appreciated.
Teaching and Learning	Teaching and learning go hand in hand. While teaching profile of student is taken care of since they are from different backgrounds having different I.Q. levels. Various innovative methods of teaching are employed and regular tests are conducted.
Curriculum Development	Curriculum is being decided by higher education. However we contribute only during board of studies meetings. Regarding planning and implementation the prescribed syllabus as introduced by higher education is followed. Curriculum is enriched by regular trainings.
Admission of Students	There was centralized online

| Industry Interaction / Collaboration | admission at both UG and PG level.

Students of 6th semester and PG students interacted with various organizations in relation to their projects. |
| --- | --- |

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

E-governace area	Details
Administration	It is a assistance providing support for any organization. Several day to day activities within the office environment lead to success of an institution. At administrative level various activities performed are: - • Answering phone calls • Maintaining filing systems • Data entry • Drafting of documents • Schedule and project management • Managing the queries of higher authorities • Preparing regular reports (expenses and office budgets)
Finance and Accounts	Financing and accounting go hand in hand. Accounting is considered to be foundation of finance. While accounting focuses on day to day money in and out of the institution, finance is management of assets and liabilities and planning of future growth. Further, in accounting, revenue, expenses, assets, liabilities, income statement, balance sheet and statement of cash flows is taken care of.
Student Admission and Support	Student admission is centralized. In student support we provide many direct services to help students, especially those who are experiencing problems that create barriers to access and success. Direct services provided to the students are: • Better education • Counselling • Advisement • Acceleration in learning process • Meeting their learning standards
Examination	Examinations in our institution is under the perview of the university to which our college is affiliated. However class tests are organized as and when required.
Planning and Development	Planning and development go hand in hand. Parameters for various academic and administrative activities are of utmost importance. Planning leads to development of quality culture in the institute. Planning and monitoring of the institutional activity leads to quality assurance.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NIL	NIL	NIL	Nill
2018	NIL	NIL	NIL	Nill

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	Nill	Nill	Nill	Nill
2018	NIL	NIL	Nill	Nill	Nill	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP in Entrepreneurship	1	15/12/2017	28/12/2017	15

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Child Care Leave, Maternity Leave, GPF, NPS	Child Care Leave, Maternity Leave, GPF, NPS	All Scholarship

6.4 – Financial Management and Resource Mobilization

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

The institute conducts external financial audit regularly. This time it was done by Shri Sanjay Shrivastav Company (C.A.) M.P. Nagar Bhopal. The external agency doing audit tallies expenditure and receipts, inspects balance sheet and books of accounts. Audit report is prepared and discrepancy (if any) is pointed out. Another audit is also done by A.G. after every 04 years. The members of

this audit committee go for random checking of documents, service books etc.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

1- Parents Tutor Meeting 2- Induction Program for newly Admitted Students. 3- Counselling Session.

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

1- Computer Training. 2- Training Program On Office Procedures. 3- Workshop.

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

1- Financial Assistance provided by the World Bank shall be utilized for our new campus development. 2- Student support activities such as tracking campus drive and academic tours also be conducted. 3- Fund received through world bank shall also be utilized for the development of the institute.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Yoga Training for Teachers and Students	18/12/2017	18/12/2017	08/01/2018	50
2017	Lecture Series Chemistry	16/09/2017	16/09/2017	19/09/2017	25
2017	Lecture Series Mathematics	21/08/2017	21/08/2017	09/09/2017	35

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Beautician Course	11/09/2017	30/09/2017	16	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Various practices were followed to maintain the green and healthy campus. • Frequent cleanliness drives were organized in the institute both voluntarily as well as per the instructions of Higher Education. • Establishment of botanical garden in the campus. • Plastic Free Campus. • Plantation drives. • Compost formation. • Presenting guest with saplings. • Practicing best out of waste. • Propagating concept of environmental awareness by way of lectures organized by NSS wing of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	24/05/2017	1	Nanami devi namah	Water conservation	60
2017	1	1	05/10/2017	25	Traffic awareness	To prevent road accidents	70
2017	1	1	26/06/2017	1	Drug abuse and campaign its trade	To rehabilitee dug edicts	80
2017	1	1	01/09/2017	1	River awareness	To revive rivers	60
2018	1	1	09/02/2018	1	Financial literacy	To make transactions easy	50

2018	1	1	15/03/2018	30	Gaon Chalo Abhiyan	To understand rural india	40
2017	1	1	01/08/2017	15	Cleanliness drive fortnight nss camp at barkhedi	Cleanliness awareness	100
2018	1	1	22/03/2018	7	Awareness program as Health Cleanliness personal hygiene etc.	Health Awareness camp	100
2018	1	1	02/02/2018	1	Cyber crime awareness program	To prevent cyber crimes	81
					digital awareness		

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for the College staff Students	Nill	The Principal monitored and held the quality of effective leadership,by proper guidance, directions and coordination.Directives issued by higher education were observed hence implemented. Encouragement towards professional development and employability was done. During the session work assigned to teaching and non teaching staff was executed on time. Code of conduct for students- Students are expected to follow rules and regulations implemented for them. Our students mostly abided the 75 mandatory attendance rule, carried cards and maintain

discipline and cleanliness. Any type of malpractice, anti social activities and zero percent tolerance against ragging it was strictly observed in the premises and around. The college premises and classrooms were under CCTV surveillance.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Student Union Elections	30/10/2017	30/10/2017	1120
Annual function	16/02/2018	17/02/2018	800
Yuva Utsav	06/09/2018	08/09/2018	600
National Voters day	25/01/2018	25/01/2018	200
International Women's day	08/03/2018	08/03/2018	100
Guruve Namah	10/07/2017	10/07/2017	80
World AIDS day	01/12/2017	01/12/2017	100
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• Polythene free campus. • Control on over production of waste. • Organic manure formation. • Frequent plantation drives. • Water conservation.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 2017-18 (1) Tittle of the Practice- "Personality Development" Context- Personality development cell has been established by the Department of Higher Eduaction, Bhopal, MP. As per the calendar of the cell various college level programs are organized. Personality is a pattern of thoughts, feelings and behavior that distinguishes individuals form one another. It is a broad term and takes into account the physical as well as mental state of an individual. Each person is unique. The activities related to personality development are helpful in manipulating oneself and bring out something good. Objective- The main objectives of personality development are: • To keep smart body and cool head. • It creates ones own personal style. • It makes us an active listener. • Persons learn to have patience and focus on communication. • Through the activity one learns about social skills/ positive gestures. • One can know his or her positivity. • It teaches us not to fear failure. • It makes us understand how to know ourselves. • We become trained for not to fear failure. • We become confident enough so as to not doubt ourselves. • We consider ourselves as leaders and do not give up till end. The Practice- During 2018 the personality development cell of the college organized various job oriented programs as per the instructions of higher education department. One such program was conducted by AIIT (Advance Institute Of Information Technology). M/S Sajida of the institute was resource person. The program (HTML) focused mainly on personality development and job oriented program. Best

Practice 2017-18 (2) Tittle of the Practice- "Environmental awareness/ Consciousness" Context- Best practices in Higher Education are performed for quality management and add commendable value to the institution. Environmental problems are burning issues these days. Environment is deteriorating day by day due to increasing anthropogenic pressure. It was in this context that the activity was selected. Objective- Environmental awareness is an integral part of life and its protection is for the benefit of both environment and humans. Environmental destruction caused by humans is a global problem these days. For petty benefits man is destroying nature by the following various ways: • Destruction of trees. • Unsustainable development. • Urbanization. • Construction of concrete buildings. • Water pollution. • Use of plastics. • Production of green house gases. • Over production of waste. On account of such a deterioration of the environment by human beings the activity was selected. The Practice- Various practices were followed to maintain the green and healthy campus. • Frequent cleanliness drives were organized in the institute both voluntarily as well as per the instructions of Higher Education. • Establishment of botanical garden in the campus. • Ban on plastic. • Plantation drives. • Compost formation. • Presenting guest with saplings. • Practicing best out of west. • Propagating concept of environmental awareness by way of lectures organized by NSS wing of the college. Impact of Practice- The practice had tremendous impact on the students. They became vigilant towards environment protection.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://gscbhopal.in/cp/noticesdownload.php?action=add

7.3 – Institutional Distinctiveness

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

1. Our College encourage students for research innovation entrepreneurial activities of different subjects. 2. Our College is recognized research centre, most of the professors are recognized Ph.D. supervisors promoting various research activities in the college. 3. A number of research papers are published in peer reviewed UGC recognized Journals. 4. Research activities are mostly interdisciplinary are of socioeconomic values.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

• Maintenance of quality parameters and emphasis on value based education. • Establishment of linkages Collaborations. • Attracting meritorious students. • Enhancement in Research facilities. • Financial assistance provided by the World Bank shall be utilized for our new campus development. Further a multiplex hall will be constructed at our new college venue by the financial assistance of RUSA. • Renovation on of laboratories and purchase of equipment's is also envisage through the same fund. • Student support activities such as tracking, campus drive and academic tours will also be conducted. • Funds received through World Bank shall also be utilized for the development of the institute.