



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**GOVERNMENT DR SHYAMA PRASAD MUKHERJEE  
SCIENCE AND COMMERCE COLLEGE**

**SECTOR-H RAJHARSH COLONY KOLAR**

**462042**

**[www.gscbhopal.in](http://www.gscbhopal.in)**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**September 2022**

# 1. EXECUTIVE SUMMARY

---

## 1.1 INTRODUCTION

Located in the city of lakes, Government Dr. Shyama Prasad Mukherjee Science and Commerce College, Bhopal has ever since its inception in 1982 shown a strong commitment to excellence in teaching as well as in imparting moral and social values to its students. The calm, natural and aesthetic ambience of the college provides an enabling ethos to the students and kindles in them a desire for intellectual progress. It is a Co-educational institution where students are continuously motivated to strive towards excellence. Government Dr. Shyama Prasad Mukherjee Science and Commerce College, Bhopal holds its special place in the state. It facilitates and promotes studies in emerging areas in the discipline of Arts, Commerce, Science and Home Science.

The college has a team of well-qualified faculty members headed by the full fledged Principal and an equally efficient supporting staff.

The National Assessment and Accreditation Council (NAAC) placed the college at B grade in the year 2006 and at B++ with 2.79 marks in the year 2016. At present it is striving for A grade. With the invaluable contribution of RUSA, World Bank and Janbhagidari Samiti, the college is trying to expand its resource to the maximum for the benefit of students.

The following are some of the highlights of our college.

- Implementation of NEP-2020
- Modern equipment's/well-equipped labs
- Teaching vocational courses
- Career guidance & Placements Cell
- Tutor-guardian Scheme
- Virtual Classroom
- Smart Classes
- CCTV surveillance
- Physical Education
- NCC Unit/NSS Unit

All these achievements have increased our responsibility to maintain the high standard of education at our level. Our holistic approach and philosophy is to establish the students as a strong unit in the society. We seek the support and suggestions of the students, parents and academic world with this hope and belief for the holistic approach of our stakeholders.

### **Vision**

The institution is committed to provide sublime educational opportunities that are perceptibly amenable to the needs of our students, and empowers them to meet and surpass challenges by being an active ingredient in sculpturing the future of our world in general and own society in particular.

## Mission

- Government College provides students with exceptional quality educational experiences and augment services that lead to the successful completion of degrees and basic skill proficiency.
- The college fosters academic and career success through holistic development of critical thinking, effective communication skills, creativity and innovation, cultural awareness in a safe, accessible, conducive and affordable learning environment.
- To cater for the needs of our demographically diverse student population, we embrace equity and accountability through measurable learning imbibed outcomes, ethical data-driven decisions and student achievement processes.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- College has a large campus that spreads over 1.13 hectares, which facilitates to cater to the increasing enrollments.
- Student Admission percentage increased by almost 200% in last five years.
- 47 out of 54 regular faculty members are Ph.D., so we have a vigorous team of excellent faculty members to promote academic excellence.
- Digital services - online submission of examination forms and fee, online submission of marks of C.C.E., Project work, Practical examination, online payments and e-governance.
- A well-equipped gym
- Library with Wifi
- Canteen facility available in the campus.
- Availability of Smartclasses and Virtual classroom,
- Plenty of extension activity.
- Vocational and Skill Development Courses.
- Efficient and transparent administration.
- Online classes are conducted as and when required.
- Webinars, online lecture series and online meetings are also conducted.
- Central Instrumentation Laboratory facility is available.
- Implementation of National Education Policy-2020.
- CCTV Surveillance.
- Green Audit conducted.
- Functional Women Empowerment and Gender Equity Cell.
- Councelling Cell.
- Considerable number of research work.
- Girls common room available.
- Fire safety measures.

### Institutional Weakness

- Paucity of computers (though they are proposed under World Bank project).
- The college does not have a Language Lab (though it is proposed under World Bank project).
- Student teacher ratio in the Department of Commerce is not as per UGC norms.

## **Institutional Opportunity**

- Job opportunity and placements.
- Enhancement of the enrollment ratio.
- Skill Development Training.
- Commencement of more courses.
- Industrial Linkages and Research Collaborations.

## **Institutional Challenge**

- Procurement of adequate computers.
- To utilize library and other research optimally.
- Development of sports ground.
- To improve communication skills.
- To increase physical fitness of students.
- Inadequate infrastructure for sports.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Govt. Dr. Shyama Prasad Mukherjee Science and Commerce College, is a post graduate college accredited with grade B in 2016 by NAAC. The college offers courses B.Sc./B.Com./B.H.Sc. and B.A. at UG level and M.A. History/Sociology, M.Sc. Botany, Zoology, Chemistry, Mathematics and M.Com. at PG level. New courses B.A., B.Sc Home Science, M.A. History, Sociology and M.Sc. Zoology/Botany were introduced in the year 2018. The online classes were scheduled from September 2020 to March 2021 due to corona pandemic. The college shifted to new building at Raj harsh colony, Kolar, Bhopal in October 2020.

In the beginning of the session, the time table committee prepares the time table and accordingly the classes are conducted. Teachers prepare Teaching plan and conduct their classes accordingly.

Continuous & Comprehensive Evaluation (CCE) is conducted twice a year through various modes like Objective Type Question, Surprise Test, Home Assignments, Presentations, Posters, Quiz etc. Examinations are conducted as per the Academic Calendar issued by the Affiliated University. Annual Function, Sports, NCC, NSS and other activities are also incorporated in the Academic Calendar. Besides this, literary and cultural activities are held as per the Calendar.

Moral values are the behavioural practices and form a part of the curriculum at UG level. Environmental awareness and its knowledge are included in the foundation course in the second year of UG classes.

An internship gives the student opportunity for career exploration and development to learn new skills. During the Semester system in 2016-17, 2017-18, U.G. VI Semester & P.G. IV Semester students visited different

organisations for internship work. Annual pattern has been adopted at UG level from the year 2018-19.

The institution has feedback mechanism in order to acquire information about the services provided to the stakeholders. Survey method has been used to take student feedback. Formal as well as informal evaluations are used to make improvement in the relevant fields.

On the basis of the feedback obtained various facilities have been enhanced in the institute like Installation of water cooler with RO, Canteen, Wheel chair, Vending machine in Girls Common Room, Sanitizing machine, enrichment of library with new books.

### **Teaching-learning and Evaluation**

Teaching learning is a combined process where a teacher establishes particular learning objectives and assesses the outcomes of the instruction. With the commencement of the new academic session the Induction Programme is organized for the newly admitted students to introduce them with various schemes and aspects of the institute. This would apprise students and parents with the rules and regulations of the college alongwith curricular and co-curricular activities. The syllabus is also made available to the students. The college has its own website (<http://gscbhopal.in/>) from where students can gather information pertaining to the college. Many experimental learning strategies are being used in pure sciences. Apart from classroom teaching, we promote effective learning by conducting different practicals/experiments in our laboratories. We also impart education through field studies.

A special provision for slow learners is operative through Help Desk in the college. The Convenor seeks the list of slow learners from each department and accordingly helps the students by providing notes, reference material etc. apart from Remedial Classes. Frequent teacher-student interaction is held to comprehend their difficulties and efforts are made to enhance their learning by conducting extra-classes and remedial classes. The college practises a teaching methodology which focuses on imparting education through a learner-centric approach. The college facilitates the sharing of resources for the overall development of students through various forums like Vivekananda Career Counselling and placement cell and NCC/NSS units. The learner-centric teaching is promoted by ensuring classroom environment to be learner-friendly. The classroom environment is kept conducive to make learners feel free to share their ideas and form a healthy discussion. Entire campus is enabled with Wi-Fi facility to make use of available e-resources. Teachers are using ICT tools for effective teaching-learning process.

The college has adopted a transparent system to ensure effective internal evaluation, comprising of internal examination held progressively during the semester/year. The college has clearly stated learning outcomes of the Programmes and courses. The feedback mechanism is followed by the institution. Programmes and courses offered by the college are well displayed on the college website alongwith the list of all faculty members.

### **Research, Innovations and Extension**

The Institute constitutes a research committee comprising of senior faculty members. The institute is a recognised research centre in Chemistry, Botany, Mathematics, Commerce and Bio-Science (Zoology). 16 faculty members are recognized research supervisors. More than 50 Scholars has been awarded Ph.D. degree under the guidance of these faculty members along with research papers publication in national and international journals during the last five years.

The institute has an enriched library in order to promote research activities. The library subscribes Research Journals, Periodicals and e-journals to cater to the needs of various departments. Library Facilities are optimally utilized by the faculty in their research. Financial Support is also received from UGC, CRO.Bhopal and MPCST for conducting the research, workshops and training programmes. Research facility in the Department of Chemistry is available. The new and advanced Research equipment's have been made available for the Scholars to pursue their Research Studies.

In our endeavour to upgrade our benchmarks continuously, there are regular publications of research papers by the faculty members in national and international journals. The faculty members are invited to chair the technical session and to participate in round table discussion at various national platforms. NCC and NSS units of the college actively conduct extension activities. NSS unit sensitize students and village communities about Swacchata, Hygiene, Sanitation and Environment during the NSS Camp held every year. The institute has been promoting the participation of students and faculty in extension activities by organizing blood donation camps in the campus. Besides this the institute organizes awareness programmes on AIDS, Right to vote, Adult literacy, Cleanliness drive and Plantation etc.

The institution has conducted more than 20 workshops/webinars on different topics during the review period. Research committee of the institution has conducted a discursive session with the students on the identification of key aspects of entrepreneurship, converting an idea into a feasible business plan/start up, develop leadership and team building skills. Institution has signed three MOUs for value added programmes, internship and student development programme. Departments organize industrial and field trips to enhance the knowledge of students.

### **Infrastructure and Learning Resources**

The college has been shifted at Rajharsh colony in the year 2020 in a newly constructed three storeyed building. There are 15 classrooms, one virtual classroom, 07 smart classes and 14 laboratories in the new building of the college. The institute has a conference hall for academic activities. The maintenance of the building, furniture and equipments is done by the grant provided by the government and by the Janbhagidari Samiti of the institution. UGC also provides grants for the maintenance of infrastructure.

There is a well-equipped **Library** in the college. There are around 20 thousand books available. It includes the books purchased under book bank scheme, UGC, Government and Janbhagidari. The Library is going to subscribe for 15 journals, 8 Daily newspapers and 10 Magazines very soon. The Automation of the library is about to be completed. The membership for DELNET/FLIBNET/Shodh Ganga is under process. Every year the books of Rs 1500/- & stationary of Rs 500/- are distributed to each student belonging to SC/ST category. The following facilities are available in the library.

- 2 computers
- 1 Reading Room
- 1 Photocopier

**Sports and physical education** play an important role in human resource development. The Institute has a separate unit for sports which is looked after by full time Sports Officer. A concrete sports calendar is developed in concurrence with the Department of Higher Education and university sports calendar. For maintenance and upkeep of the infrastructure and also for organizing various sports activities, fund is allocated by college administration. Sports fund is utilized for the purchase of sports items. Infrastructure facilities available in the department of Sports and Physical Education are.

- Playground for Kabaddi
- Kho-Kho ground
- Volley Ball ground
- Table Tennis
- Special Mattress for Judo, wrestling and yoga
- Multigym and weight training equipments

Incentives given to students proficient in sports:-

- During admission special weightage is given to students players as per government rules.
- College team players are given free sports kit..

Special relaxation in attendance is given to players for participating in coaching camps and tournaments.

### **Student Support and Progression**

The students are given necessary, support, guidance and counselling for their overall development and progress. The students of the institution are benefitted by many central and state government schemes like central sector scholarship, SC/ST/OBC post-metric scholarships, SC and ST Awas yojana, Mukhyamantri Medhavi Vidhyarthi yojana, Mukhyamantri Jan KalyanYojana, Gaon ki beti yojnana, Pratibhakiranyojana and many more different schemes.

- Swami Vivekananda Career Counselling Cell remains active throughout the year for soft skill development and career counselling of the students of the institution. For this different capacity enhancement and awareness programmes, webinars, workshops centred on preparation for various Competitive Examinations are organised from time to time. Cambridge Assessment English Training Programme and Remedial Classes are among the significant ones. The cell also organises online and offline campus placements.
- Student Grievance Committee redresses the grievances received, in time. For student progression P.G. in History, Sociology (Arts), Botany and Zoology (Science) were reopened in the institution.
- To cope up with ICT based learning, the smart phones under the scheme of Government of M.P. were distributed to the students of UG final year in the year 17-18 and 18-19.
- Every year cultural and literary activities like YuvaUtsav and Annual Function are organised. A number of students take part in different activities like Debate, Essay, Elocution, Mimicry, Poster making, Rangoli, Mehndi, Salad decoration, Dance competition, Mr. Annupam and Miss. Annupama.
- On the other hand, sports activities are also organized every year. The student participation in different sports at national level is remarkable achievement of the institution. The student council is formed through elections to represent in academic and administrative bodies of the institution. The Alumni association organises meetings and collects the funds for various activities. It has been registered in the session 21-22. During the Corona Pandemic, Alumni members along with the faculty members felt their Philanthropic responsibility to help the needy specially those who lost their jobs. The institution organises lectures on Personality Development and other topics under the aegis of the Alumni

### **Governance, Leadership and Management**

Management is proactive and visionary with focus on contemporary growth, driven by future inclination. The

institution is committed to its vision of providing sublime educational opportunities, rooted in the needs of students and aimed at empowering them to become an active ingredient in sculpturing the society.

Govt. Dr Shyama Prasad Mukherjee Science and Commerce College, Bhopal in its quest to become a premier institution among educational institutions, undertakes a mission to foster academic and career success of students through holistic development of critical thinking, communication skills, creativity and innovation, cultural awareness in a safe, accessible, conducive and affordable learning environment. The institution caters to needs of the demographically diverse students by embracing equity and accountability in ethical, data driven decisions aimed at student goals and achievements.

The College Development Committee (CDC), comprised of senior professors, deliberates and makes decisions towards augmentation and streamlining of college activities. This is in collaboration with Internal Quality Assurance Cell (IQAC), which assists CDC in planning, implementation and monitoring of quality assurance and quality enhancement activities in the institution.

The institution has embedded values of ensuring an environment for student success, maintaining high degree of integrity and proficiency for excellence, collaboration via inputs from all sections of college and community to generate synergy in learning.

The vertical and horizontal hierarchy in the institution is well-defined. The principal is the apex decision making authority for the college. The administration office assists the principal in management and organisational dispensation. The heads of departments reinforce their support on administrative and academic aspects. The coordinators of departments, with the faculty, execute the curricular facet. Committee convenors and committee members ensure the planning and execution of various personality development activities for the students.

Welfare measures at the institution are multifaceted such as maternity leave, duty leave, medical leave, medical assistance etc.

Efforts are driven by values of integrity, ethical development, technological advancement, fostering learning community in a diverse environment and lifelong learning for interpersonal and innate growth of the students. The institution has adopted the perspective plan for its expansion and is steadily progressing towards automation in all functions.

### **Institutional Values and Best Practices**

Institutional Values and Best Practices is the backbone of ethical codes observed across the academic system. Our college also imbibes similar pattern in terms of prevailing parameters. The discipline and safe environment of our campus has led to the college, slowly becoming an academic place of choice for the students residing now in Kolar, Sub city of Bhopal also.

It is the constant endeavour of the college to become a proactive centre of learning and skill development.

Students get involved in interactive learning activities, such as environmental consciousness through frequent cleanliness drives, posters, banners and debates, along with formation of personality development cell, yuvautsav competitions for literary, cultural and fine arts learning.



Participative learning includes specific events like, frequent cleanliness drive program, establishment of botanical garden, practising best out of waste, fitness motivational drive, narmadasevayatra, gaonchaloabhiyan, traffic awareness program, corona awareness program and our post graduate along with PG students teaching their juniors etc.

Experimental learning is enabled through compost formation, practice of best out of waste, formation of herbal pesticides, visit to industries, use of LED bulbs and energy saving instruments etc, in order to save electricity.

Gender equity is promoted through various gender sensitization and self defence programmes for students as well as our teaching and no-teaching staff, An internal women complaint cell is in place to address any difficulty faced by them. Sustained efforts always live for the promotion and creation of environment and eco-friendly efforts like, Antiplastic and plantation drive, propagation and teaching through lectures and collection of E-waste by MCB.

Activities conducted towards social, cultural, social welfare and ethics include visit to old age homes, orphanage, publication of college magazine and donation on various important occasions. Roti Bank and formation of manthan has broadened the value and vision of students. It includes celebration 'manthan' as a thought providing platform of different commemorate days along with national events and festivals.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	Government Dr Shyama Prasad Mukherjee Science and Commerce College
Address	Sector-H Rajharsh Colony Kolar
City	BHOPAL
State	Madhya Pradesh
Pin	462042
Website	<a href="http://www.gscbhopal.in">www.gscbhopal.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sudha Baisa	0755-2551837	9926275331	-	hegbsccbho@mp.gov.in
IQAC / CIQA coordinator	Sudhanshu Dhar Dwivedi	0755-2551838	9425007434	-	sudhanshu_dhar@yahoo.co.in

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Madhya Pradesh	Barkatullah University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	07-12-2006	<a href="#">View Document</a>
12B of UGC	05-03-2013	<a href="#">View Document</a>

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Sector-H Rajharsh Colony Kolar	Urban	2.94	4950.2

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	Higher Secondary	English,Hindi	70	70
UG	BCom,Commerce	36	Higher Secondary	English,Hindi	326	321
UG	BA,Arts	36	Higher Secondary	English,Hindi	340	328
UG	BSc,Home Science	36	Higher Secondary	English,Hindi	20	12
UG	BSc,Science	36	Higher Secondary	English,Hindi	50	28
UG	BSc,Science	36	Higher Secondary	English,Hindi	210	178
UG	BSc,Science	36	Higher Secondary	English,Hindi	30	30
PG	MCom,Commerce	24	BCOM	English,Hindi	65	65
PG	MA,Arts	24	BA	English,Hindi	60	55
PG	MA,Arts	24	BA	English,Hindi	60	50
PG	MSc,Science	24	BSC	English,Hindi	60	59
PG	MSc,Science	24	BSC	English,Hindi	70	68
PG	MSc,Science	24	BSC	English,Hindi	50	49
PG	MSc,Science	24	BSC	English,Hindi	50	44
Doctoral (Ph.D)	PhD or DPhil,Commerce	36	MCOM	English,Hindi	16	2
Doctoral (Ph.D)	PhD or DPhil,Scienc	36	MSC	English	16	10

	e					
Doctoral (Ph.D)	PhD or DPhil, Science	36	MSC	English	24	3
Doctoral (Ph.D)	PhD or DPhil, Science	36	MSC	English	22	1
Doctoral (Ph.D)	PhD or DPhil, Science	36	MSC	English	20	9

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	25				7				19			
Recruited	10	15	0	25	3	4	0	7	3	16	0	19
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				22
Recruited	10	4	0	14
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				8
Recruited	5	1	0	6
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	9	15	0	4	4	0	3	10	0	45
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	0	4	0	4
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	2	0	3
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	759	7	0	0	766
	Female	218	3	0	0	221
	Others	0	0	0	0	0
PG	Male	247	0	0	0	247
	Female	142	2	0	0	144
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	16	2	0	0	18
	Female	7	0	0	0	7
	Others	0	0	0	0	0



<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	267	329	456	537
	Female	61	82	135	164
	Others	0	0	0	0
ST	Male	144	158	219	252
	Female	14	15	39	49
	Others	0	0	0	0
OBC	Male	461	540	770	927
	Female	122	152	223	274
	Others	0	0	0	0
General	Male	310	297	440	527
	Female	149	161	250	303
	Others	0	0	0	0
Others	Male	0	0	8	16
	Female	0	0	1	3
	Others	0	0	0	0
<b>Total</b>		<b>1528</b>	<b>1734</b>	<b>2541</b>	<b>3052</b>

### **Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	A holistic and multidisciplinary education is indeed what is needed for the education of India to lead the country into the 21st century and the fourth industrial revolution. The higher education institutions will move towards more holistic and multidisciplinary education with more arts and humanities. Students of these streams will aim to learn more science and will make an effort to incorporate more vocational subjects and soft skills. Imaginative and flexible curricular structures will enable creative combinations of disciplines for study, and would offer multiple entry and exit points, thus, removing currently prevalent rigid boundaries and creating new possibilities for lifelong learning. Graduate level,
---	--

	<p>master's and doctoral education in large multidisciplinary universities, while providing rigorous research based specialization, would also provide opportunities for multidisciplinary work. The structure and lengths of degree programmes shall be adjusted accordingly. The undergraduate degree will be of either 3-4 year duration, with multiple exit options within this period, with appropriate certifications, like, a Certificate after completing 1 year in a discipline or field including vocational and professional areas, or a Diploma after 2 year of study, or a Bachelor's degree after a 3 year programme. The 4 year multidisciplinary Bachelor's programme, however, shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minors as per the choices of the student. In compliance with the NEP-2020, the institute provides option to the student to choose open elective/generic elective paper from the faculty other than their own subjects to facilitate interdisciplinary Teaching – learning process in the session 2021-22. The interdisciplinary papers introduced by the institute are as follows: • Indian National Movement • Indian Sociology • Communicative English</p>
<p>2. Academic bank of credits (ABC):</p>	<p>An Academic Bank of Credit (ABC) shall be established which would digitally store the academic credits earned from various recognized HEIs so that the degrees from an Higher Education Institutions can be awarded taking into account credits earned. The 4 year programme may also lead to a degree 'with Research' if the student completes a rigorous research project in their major area of study as specified by the HEI. The students can switch over from one institution to another with the help of Academic Bank of Credits. It will also help in the course Completion at the pace of learner. Under NEP-2020, academic structure at Undergraduate level as approved by the department of Higher Education, Madhya Pradesh, is as follows: MULTIPLE ENTRY &amp; EXIT First Year : 40 Credit [Certificate] Second Year : 40 Credit [Diploma] Third Year : 40 Credit [Degree] Fourth Year : 40 Credit [Bachelor with Research] Total Credit : <math>(40+40+40+40) = 160</math> ACADEMIC STRUCTURE: Major Subject Minor Subject Elective Subject Skill Development Course</p>

	<p>Foundation Course Field Project/ Internship/ Apprenticeship/ Community Engagement</p> <p>AVAILABILITY OF ELECTIVE COURSE The option for selecting the interdisciplinary subjects is ensured by each college. The Teaching arrangement for interdisciplinary subjects in single faculty colleges is done by the District Lead College. There is no option available for choosing Science subjects in colleges which are only Arts/Commerce Colleges. The structure and length of degree program has been adjusted with multiple exit options within this period with appropriate certificate.</p>
3. Skill development:	<p>Employment oriented Vocational and Skill Development program has been made an integral part of curriculum of NEP-2020. Prior to that carrier guidance and placement cell used to conduct awareness in placement programs for the students under the direction of Department of Higher Education, Madhya Pradesh. Under Vocational Course all the students of the college have opted for Personality Development Course. Under this program Practical's have been incorporated as a part of the curriculum. They are trained to:</p> <ul style="list-style-type: none"> <li>• e-mail writing</li> <li>• SWOT analysis</li> <li>• Time management</li> <li>• Stress management</li> <li>• Resume writing</li> <li>• SMART goals</li> <li>• Communication Skills (LSRW)</li> </ul>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The Indian knowledge system has been made an integral part of the curriculum under National Education Policy-2020 in various subjects which are as follows:</p> <p>Economics: Green Revolution, development of Tourism, Employment oriented Scheme in Madhya Pradesh and NITI Aayog. History : History of Ancient India and Idea of Bharat, Jainism, Buddhism, and Indian Culture. Geography: Indian Jarava Tribes. Political Science: Indian Constitution and Indian Ideology. Botany: Indigenous Knowledge. Chemistry: Contribution of Ancient Indian Scientists in Metallurgy, Dyes, pigments, Cosmetics, Ayurveda, Charak Samhita and Ancient Indian Chemical Techniques. Physics: Historical background of Thermodynamics and statistical Physics in the context of India and Indian culture, Contribution of S.N.Bose in statistical physics and brief Biography of Varahmihira and Vikram Sarabhai with their contribution to science &amp; society. Mathematics: Brief biography of Aryabhata, Bhaskaracharya and Varahmihira. Computer Science:</p>

	<p>Contribution of Indians in the field of Computer, Architecture and related technologies. The following options are available for the students of Science and Commerce stream under Generic Elective subjects: • Sociology of India • Indian National Movement • Communicative English Foundation Course has been made compulsory for all the students. Under this course, the students are taught about “Yoga &amp; Meditation”, “Language &amp; Culture” and “English Language &amp; Indian Culture”. For sensitizing the students on gender issues, “Women Empowerment &amp; Gender Equity Cell” is functional in the College. Apart from this papers on “Women Empowerment” and “Personality Development &amp; Character Building” are being introduced in the curriculum. The institution aims to ensure the holistic development of the youth by involving them in NSS/NCC/Physical Education. This will enable them to broaden their outlook and raise them above parochial ideas of caste, religion etc. and will feel proud about their heritage and culture. The institution also aims to create awareness and appreciation about the rich diversity of Indian Culture, tradition and knowledge of different parts of India. Towards this direction, under the program “Ek Bharat Shreshtha Bharat”, the students from Assam were invited and Cultural Exchange Programme was organized by the college in January 2019.</p>
5. Focus on Outcome based education (OBE):	<p>Outcome based education focuses on student learning by • Using learning outcome statements to make explicit what the learner is expected to be able to know, understand or do • Providing learning activities which will help the learner to reach these outcomes • Both structure and curricula are designed to achieve those capabilities. • It requires that the learners demonstrate that they have learnt the required skills and content. Some of the outcomes are as follows: Foundation Course: The students will be able to: • Prepare various competitive exams by developing their English/Hindi language competence • Inculcate values which make them aware of National Heritage and Environmental issues making them responsible citizens • Take care of their own physical, mental, emotional and spiritual health. Science: The students will be able to: • Know about ancient Indian Chemical/Analytical techniques along with modern theories. • Understand the significance</p>

	<p>and role of Botany, Zoology, Bioinformatics, Microorganisms, Cell Biology etc. • Understand the basic physics of heat, temperature, thermodynamics, mechanics etc. • Use techniques to solve and analyze various Mathematical Models • Understand the basic structure, operation and characteristics of digital computer. • Understand the role of Immune system and Immunological Techniques. Arts : The students will be able to: • Acquire knowledge regarding the primitive life and cultural status of Ancient India and various stages of evolution of Men. • Know the key concepts of Sociology and various employment opportunities and Indian Social Institutions. • Know about the issues related to agriculture industry, Foreign trade, economic planning and various economic problems of India along with broad overview of Madhya Pradesh Economy. • Understand the constitutional development of India and different political theories and Ideologies • Know the major concepts and key principles of human Geography, Cartography and Contribution of ancient Indian scholars in the development of physical Geography. Commerce : The students will be able to: • Know the basics of accounting, business, and role of communication in modern scenario • Equipped with the knowledge of accounting process and preparation of accounts of sole trader. Home Science: The students will be able to: • Basic nutritional concepts and role of different nutrients in body • Know low cost and high cost nutritive value foods and to combat malnutrition in society. • Develop the skills for identification of fibres and fabrics. • Understand and define the key textile terms and describe textile fibres in terms of their production and properties.</p>
<p>6. Distance education/online education:</p>	<p>An initiative in conformity with NEP-2020 at the level of the Department of Higher Education, Madhya Pradesh, has been taken in the academic session 2022-23 for motivating students to opt for professional/vocational/additional online courses available on SWAYAM portal of MHRD in lieu of the courses offered by the affiliated college. The college is also making efforts in this direction and encouraging the students to get enrolled for the online courses available on SWAYAM.</p>

## Extended Profile

---

### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3531	3053	2580	1914	1660

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 83

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
56	54	56	47	30

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
29.15648	157.44781	18.27560	14.40640	741.09579



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

###### Response:

Govt.Dr. Shyama Prasad Mukherjee Science & Commerce college Bhopal is a post graduate college accredited with grade B by NAAC. The Institute runs B.A., B.Sc.,B.Com and B.Sc. Home Science at Under Graduate level alongwith M.A Sociology, History, M.Sc. in Botany, Zoology, Chemistry, Maths and M.Com at Post Graduate level. Teaching and Non-teaching days are allotted in the academic calendar provided by Department of Higher Education, Madhya Pradesh. Total teaching days for UG and PG are around 180 days. During the lockdown period the classes were conducted in online mode through various online platforms like google meet, MICROSOFT Teams, Teachmint etc. Every professor makes an academic plan within the stipulated time according to which they complete their curriculum in a session. All teachers of the Institute prepares Teaching Plan in each session for effective and well planned teaching. Annual Function, sports, NCC, NSS and other activities are also carried out according to the Academic calendar. Besides this, literary and cultural activities are held from time to time throughout the year. Theory and Practical Examinations are conducted as per the time table given by Barkatullah university, Bhopal. Internal assessments and CCE are conducted by college Semester Cell according to the guidelines of Department of Higher Education. It is being conducted twice a year through different modes such as home assignment, presentations, classtest, surprise classtests, poster and chart making, quiz, questionnaires and online tests on Google form.

Academic calendar is given by the Department of Higher Education, Bhopal (M.P.) before the commencement of each session. The institute works according to the Academic calendar. All details of educational work like CCE, Practical exam, Preparation leave, Annual, Semester & ATKTKT exam, semester break, declaration of result are mentioned in academic calendar. Apart from this, it has also details like admission, programmes, students council / union, sports, NCC/NSS/Yuva utsav/annual function, prize distribution/publication of annual magazine etc. If due to any reason academic work is not completed within time then college increases the educational working days. Dr. Shyama Prasad Mukherjee Science & Commerce college is a postgraduate college accredited with grade B+ by NAAC. We run B.A, B.Sc., B.Com and B.HSc. at UG level and Sociology and History, Botany, Zoology, Chemistry, Maths, Commerce at PG level. Examinations are also conducted as per the academic calendar by Barkatullah university Bhopal. Internal assessment/ CCE are conducted as per the guidelines of Higher Education. CCE is being conducted twice a year either by different modes such as home assignment, presentation, oral test (viva), quiz, questionnaire and online test on Google form. Annual Quality Assurance Report of Government Dr Shyama Prasad Mukherjee Science and Commerce College If any student feels any difficulty, he or she can consult to any of the faculty members.



File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<p><b>1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years</b></p> <p><b>Response:</b> 07</p>
--

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

<p><b>1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years</b></p> <p><b>Response:</b> 0</p>
--

<p><b>1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years</b></p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	0	0	0	0	0
2021-22	2020-21	2019-20	2018-19	2017-18						
0	0	0	0	0						

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

<p><b>1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum</b></p> <p><b>Response:</b></p> <p>Environment study A course intended to create awareness about the life of human beings which is an integral part of environment and to inculcate the skills required to protect the environment from all sides. After study this course the students must know about the environment components, pollution, biodiversity</p>
--

and ecosystem. Learning outcomes of course to understand various aspects of life forms of plants and animals ecological processes and the impacts on them by the human antropocene etc. To build capabilities to identify relevant environment issues, analyses the various underlying causes, evaluate the practice and policies and develop frame work to make inform decisions.

Annual Quality Assurance Report of Government Dr Shyama Prasad Mukherjee Science and Commerce College develop empathy for all life form awareness and responsibility towards environment protection and nature preservation. To develop the critical thinking for shaping strategies such as scientific social economic, administrative and legal, environmental protection, conservation of biodiversity. Environmental equity and sustainable development are also useful in competitive exams. Moral Values Moral values are the behavioral practices, goals and habits which are validated by the society. The fundamental goal of education is to create a cultured society. This goal can be accomplished by instilling ethics, values and morality in students. As a reputed educational institution we recognized the importance of instilling principal and faulting our societal obligations for the benefit of the students.A variety of activities such as lecture series and seminars on ethical values and morality are organized. Programmes are also conducted for the benefit of the faculty and staff personnel. This year outreach programmes are also expected to be organized. Moral values are considered necessary for the students.

Moral values are the behavioral practices, goals and habits which are validated by the society. The fundamental goal of education is to create a cultured society. This goal can be accomplished by instilling ethics, values and morality in students. As a reputed educational institution we recognized the importance of instilling principal and faulting our societal obligations for the benefit of the students.A variety of activities such as lecture series and seminars on ethical values and morality are organized. Programmes are also conducted for the benefit of the faculty and staff personnel. This year outreach programmes are also expected to be organized. Moral values are considered necessary for the students. Moral values are a part of the syllabus, prescribed at UG level by the Department of Higher Education M.P. Bhopal. In the syllabus of Hindi language (Foundation Course) a unit of moral values is prescribed in all three years of UG. The syllabus contains the stories of motivation personalities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 29.03

#### 1.3.2.1 Number of students undertaking project work/field work / internships

**Response:** 1025

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)</b></p> <p><b>Response: Yes</b></p>	
<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 87.95

##### 2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1276	1246	1237	815	606

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1461	1442	1437	920	630

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

**Response:** 63.74

##### 2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
378	547	539	344	259

##### 2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
804	791	793	508	347

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

**Response:** 63.05

## 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 using ICT tools

**Response:**

College believes in the adoption of student centric methods to enhance involvement of students as a part of participative learning and problem solving methodology, lecture method, interactive method, project and field work method, experiment method, computer-assisted method etc. The conventional chalk and talk method is also used by the teachers. Along with these methods teachers also use PowerPoint presentations and computer-based materials, Seminar and quiz are also a part of teaching method. Field Visit, Industrial visit and Guest lectures/Lecture series are also incorporated in student centric methods. Some more such methods are described below-

- 1. Experiential Learning** - This method is used in science subjects, geography, personality development, physical education, Desktop Publication etc. to acquire knowledge through direct experience at individual level. With the help of experiments students know the basic fact of the topic deeply and easily. Students take keen interest in experiential learning.
- 2. Project methods-** Project work is organized for students to stimulate interest in the subject and provide ample environment of opportunities of for building their career. As per the requirement of syllabus, the project work is done.
- 3. Interactive methods-** All the departments try to make learning interactive by motivating students for group discussion, quiz and creative analysis during the class discuss on various topics along with questions and answers on current affairs.
- 4. ICT Enabled Teaching-** 7 Smart class rooms and 1 Virtual class room is available in the college for effective teaching. College has adopted modern pedagogy to enhance teaching-learning process. The faculty members used Google meet, Zoom, Teachmint etc. to carryout online classes, tests and for lecture delivery. All the departments conduct webinars, workshops and Guest lectures/Lecture

series on various relevant topics.

5. **Black-Board presentation-** Teachers also use traditional black-board, chalk and talk teaching method. During the class, teachers give problems to the students to solve in the black-board, this simulates the interaction between the teacher and student and also enhance the attentiveness of the students in the class-room.
6. **Internal Assessment-** Internal assessments are so planned so as to encourage students independently. Written assignments are required to be submitted by students and these need to be done individually so as to enhance confidence and develop writing skills.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<b>2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years</b>				
<b>Response:</b> 97.98				
<b>2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:</b>				
2021-22	2020-21	2019-20	2018-19	2017-18
54	54	54	54	32
<b>File Description</b>	<b>Document</b>			
Upload supporting document	<a href="#">View Document</a>			

<b>2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b>				
<b>Response:</b> 85.19				
<b>2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years</b>				
2021-22	2020-21	2019-20	2018-19	2017-18
47	45	49	42	24

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

#### Response:

The college has transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal/external assessments, the schedule of CCE is communicated with to the students well in time. The principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Admissions are given as per the guidelines issued by the Department of Higher Education. The students are assessed continuously through various modes of evaluation. Continuous comprehensive evaluation is made through group discussion, unit tests, assignments, field visit/field work and presentation. Personal guidance is given to the students who are slow learners/weak at studies after their assessments. Post graduate students are asked to deliver the seminars/power point presentation on the subject related topics allotted by their teachers. For transparent and robust internal assessment the following mechanism is adopted-

- Internal Examination
- Question paper setting
- Conduct of examination
- Interaction with students regarding their internal assessment.

Regularity and interest of the students enhances with the conduction of CCE. The students actively participate in various co-curricular and extracurricular activities for their overall personality development. The presentation enhances their communication skills which is very essential to face the interviews.

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. There is complete transparency in the internal assessment. The procedure adopted is as directed by the Department of Higher Education. At the beginning of the session faculty members inform the students about the various components of the assessment process. The internal assessment test schedules are prepared as per the university guidelines and communicated to the students well in advance. To ensure proper conduct of formative tests, two invigilators are assigned in each room. Evaluation is done by the course handling faculty members within a week from the date of examination. The evaluated answer scripts verified by HOD randomly to ensure the standard evaluation process. The marks obtained by the students in internal assessment tests are uploaded on the university web portal. After noting down the values of practical observation and validating the theoretical aspects students must submit practical record regularly. In practical exam the students are assist on the basis of regularity, overall performances, viva-voce and timely submission of practical record besides conducting practicals in laboratory. The final

practical examination is conducted by the external examiner appointed by the affiliating university in coordination with internal examiner while external examination is conducted by the university. For internal/external assessment the institute appoints a senior supervisor for smooth conduction of examination. If students face any problems, they are solved by the shift superintendent. The grievances during the conduction of theory examination are considered and discussed in consultation with the principal and if necessary forwarded to the university by examination section.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated**

### Response:

- Learning outcomes form an integral part of college vision, mission and objectives.
- The learning objectives are communicated through various means such as Induction programs, Alumni meets and dissemination in classroom by concerned staff.
- Students are made aware of the course specific outcomes through Induction/orientation programme, classroom discussion, expert lectures and practical's.
- Teachers are also well communicated about the outcomes. The college encourage's teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes. Teachers actively participate in workshops on revision of syllabus organized by the affiliated university.
- Many teachers are also the members of syllabus sub committees, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning.
- It is shared on whatsapp study groups along with the curriculum.
- The college aims to provide value based education to all its students with an insight for environmental awareness and gender equity which is reflected in course outcomes of compulsory foundation course at UG level.
- Vocational course has been made an integral part of the curriculum under NEP-2020 as approved by the department of higher education, M.P Bhopal. It plays an important role in development and enhancing employability ratio. Allow students to gain practical experience in their chosen career



path before they even graduate.

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

#### **The Methods of measuring attainment:**

1. **Annual and Semester University Examination:** The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process.
2. **Internal and External Assessment:** Internal assignments are given to the students which are mostly aligned with Programme Outcomes of the respective subject. External Assessment is evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files. Vocational course, open elective/generic elective course also have both type of assessment external as well as internal.
3. **Institutional Examination and Tests:** Students are assessed and evaluated throughout the year at institutional level through unit test, surprise test, open book examination ,semester examination.
4. **Feedback Evaluation:** The Institution collects feedback from students.
5. **Internships:** Students are encouraged to take up internships, projects, fieldwork, community engagement etc. This helps them to obtain necessary skills and practical experience in their chosen discipline.
6. **Placements:** One of the most important Programme Outcomes of Undergraduate Degree is the employability of students upon successful completion of their degree programme. The college has a vibrant Placement Cell, which caters to the demands of companies from different sectors.
7. **Higher Studies:** Another parameter to measure attainment of POs, PSOs and COs is through progression of students towards higher studies in educational institutions in India such as Research Degree and other programmes.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### **2.6.2 Pass percentage of Students during last five years**

**Response:** 88.17

**2.6.2.1 Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
951	851	497	372	288

**2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1086	851	498	466	455

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.04

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

**Response:** 478000

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	478000

**File Description**

**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

**Response:**

An ecosystem has been created by college with the objective of innovation, creation and transfer of knowledge involving multidisciplinary approach. With aforesaid objective the following activities have been conducted by college.

- 1.The college has been made the research centre in Zoology, Botany, Chemistry, Mathematics and Commerce departments. More than 50 Students were awarded their Ph.D during last 5 year. High speed internet access facilities along with national digital library are available, which facilitates easy access to recent research work in the global scenario
- 2.The college has developed one central instrumentation lab for research facilities.
- 3.The college runs three self financing courses namely, Biotechnology, , Computer Science and Computer Application at Under Graduate level to meet the local needs and popular demand of students.
- 4.To develop the Entrepreneur skill of the students, Industrial visits are organized.
- 5.To sensitize students about environmental issues, medicinal plants useful in Ayurveda and to make them realize the significance of Ancient Indian culture and heritage, local excursions and educational tours were organized.
- 6.As far as subjective knowledge is concerned, expert lectures along with seminar and webinars were

organized by different departments in collaboration with PG Tech Indore and Bhopal Intellectual Progressive Education Society.

7. Physical and mental fitness is a prerequisite for a healthy life, Keeping this in mind, the Sports department organized a seminar on “Common Orthopaedic Problems, Fat and Fitness” and Yoga sessions to facilitate the participation of students and faculties.
8. To compete in the era of globalisation and to enhance the employability ratio, Cambridge Assessment English training programme was conducted by the department of English under the aegis of the Department of Higher Education, M.P.
9. In the current scenario, non-renewable sources of energy are depleting, with this perspective the IQAC has organized a workshop on solar lamp assembling on 2nd October 2019 (Gandhi Global Solar Yatra) in collaboration with IIT Mumbai and MANIT Bhopal, and promoted the significance of solar energy as an alternative source of energy among students and the faculty.
10. An Integration programme called “Manthan” was organized by the college in March 2019. Manthan is a **thinktank**, which was easily available for the exchange of ideas between the students and the teachers. Behind the brain storming, including the use of various disciplines in social context, such a stream of thinking was developed. The following topics were discussed, women’s issues, consumer law, motor vehicle act, water conservation threats, plastic use, sustainable development, economics in the context of gig economy, the problem of third gender etc.
11. Faculty development programme were organized by Botany department with the objective to equip our faculty with the latest development in their fields.
12. To create awareness about Cybercrime among students and disseminate knowledge to protect from cybercrime a workshop was organized by the IQAC.
13. College in collaboration with BIPES (Bhopal Intellectual Progressive Educational society) and PG Tech Organized International Conference, Workshop and Faculty Development Program.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

**Response:** 33

#### **3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
21	9	2	1	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1.07

##### 3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
21	18	16	12	22

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.45

##### 3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	20	1	1	6

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

##### Response:

A number of extension activities were carried out during the year 2020-21 covering different social issues. Students including NCC Cadets and NSS Volunteers participated enthusiastically in these events. When entire world was fighting against corona disease, NCC Cadets & NSS Volunteers joined with the movement and became Corona Warriors helping people and motivating them for corona testing, vaccination and also to spread awareness about the disease. Students also motivated their friends to become Corona warriors. All the cadets got training on iGOT app organised by Department of Personnel and Training, Government of India. Student Exchange Program under the theme of "Ek Bharat Shreshtha Bharat" was also organized which helped the students to understand the diversity of India & inculcated the feelings of patriotism & Unity among them. Swachh Bharat Abhiyan helped students to understand the importance of health & hygiene in daily life. International Yoga Day was celebrated with full enthusiasm which motivated students as well as Professors and other family member to adopt Yoga, and Surya Namaskar was also performed. This helped all to achieve physical and mental health. World Environment Day was celebrated during the Corona period and students planted trees in their vicinity following corona guidelines. A number of rallies were organized by NSS and NCC to motivate students about drug abuses and social issues to spread awareness in society. Online lectures were organized to sensitize student about various issues. Online lecture was given on AatmNirbhar Bharat Program to NSS Volunteer regarding different government schemes, Entrepreneurship and employment. Student also pledged to use Made in India items by "Vocal for Local Pledge". Thus extension activities covered all aspects of life, from Social to Environment, health to patriotism motivating the students to become good citizens of our country.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

##### Response:

One is deeply and extremely honoured and grateful to be the recipient of any award. A prize or an award is a price which has been paid by the recipient. It gives a message, "Hard work will always earn you success." The students as well as teachers add feathers in the cap of the college. Some of our star performers are-

1. **Ku. Vandana Sant (M.Sc. Chemistry)**, Secured first position in the merit list of Barkatullah University, Bhopal in the Year 2017-18.
2. **Gourav Shakya** Participated in 10th world cup PESAPALLO Championship organised in Pune, Maharashtra, India from 26 Nov 2019 to 30 November 2019.

3. **Rajpal Singh Lodhi** and his Handball Team stood II Runner up in the event organized by the Handball Federation of India from 04.03.2022 to 06.03.2022.
4. **Jagdish Maran** secured first position in Inter College Cross Country 12km Run Tournament.
5. **Dr. Sudhanshu Dhar Dwivedi**, Professor and Head of the Department of Chemistry received **Indian Iconic Personality Award** for his outstanding contribution to National, Economic and Social Development in June 2019 by the Glorious Organization for Accelerated to Literacy, Delhi.
6. **Dr. Pragma Rawat**, Associate Professor and Head of the Department of English is a renowned literary figure of Hindi Poetry. Her Biography in poetic form was published in “Raag Bhopali”, a monthly **Hindi Literary Magazine** in the Year 2021, under the little- ‘Jijeevisha Ki Kavita’. She has been honoured with Vageeshwari Felicitation award.
7. **Dr. Hemlata Verma**, Assistant Professor, Zoology and NSS coordinator has been honoured by Dr. Mohan Yadav, Minister of Higher Education, Government of M.P. on 24.06.2022 for her incessant endeavour in the field of social work.
8. **Dr. Vibha Shukla**, the former principal of the college is an eminent writer of Hindi Literature. She has been honoured with ‘**Samiksha Samman**’ for her Contribution to Hindi Literature in 2017 by literary Association, Bhopal in memory of Dr. Santosh Tiwari.
9. **Dr. Rajni Raina**, Professor of Zoology was honoured by the Principal, Dr. Vibha Shukla on 06.09.2017 for her Integrity, Diligence and Commitment towards her duties.
10. **Mrs. Asha Wadhvani**, Assistant Professor, English cleared the Teaching Knowledge Test conducted by Department of Higher Education, M.P. in Collaboration with Cambridge University, U.K. under Cambridge Assessment English Training Programme in 2020 and secured Band-III which is a good result.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years**

**Response:** 52

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	10	07	14

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.5 Collaboration

<p><b>3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.</b></p> <p><b>Response: 14</b></p>	
<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

##### Response:

##### Infrastructure and Learning Resources

The Institute was established in the year 1982. It is facilitated with healthy environment to the students for effective teaching learning and other extra curricular activities. The college pursue excellence in every aspect. Efforts are made to improve the constant present academic infrastructure and environment of the Institute.

The Institute is located in the heart of city and is well connected through public transport. The infrastructure of the college is highly sufficient to meet the requirement of various stakeholders of the institution. Details are given below:

Principal room	:	One
Number of Classrooms	:	09 spacious and well ventilated classrooms with Adequate furniture, fans and light.
Staff room	:	Each Department has its own staff room.
Administrative Office	:	One
Swami Vivekanand Career	:	One
Guidance Cell		
Semester Cell	:	One
UGC Cell	:	One
Placement Cell	:	One
E-Library	:	One
Librarian Room	:	One
Reading room	:	One
Conference Hall	:	One with Audio-Visual equipments.

Computer Lab	:	One
Laboratories	:	Seven
Research Lab	:	Central Instrumentation research lab is established.
Sports Department	:	Indoor games facility for Table-Tennis, Chess, Carom etc.
Outdoor game Department.	:	Various sports equipments and materials available in the Sports Department.
Gymnasium	:	Separate Gym with basic facilities and equipments.
NCC & NSS	:	Separate Room for NCC & NSS activities
Girls common Room	:	One
Multipurpose Hall	:	Under Construction for various indoor sports & Cultural activities.
Additional Amenities		
Wash room	:	Each Department and building has separate wash rooms.
Water	:	Water Cooler with RO in each floor.
Bore Wells	:	2 connections for water supply.
Over Head Tank	:	Six
Under Water Tank	:	01
Canteen	:	01
Power supply	:	1 KVA UPS in each department
Invertors	:	01

Financial aids for these activities are arranged from the Government, RUSA, Janbhagidari Grants and World Bank (under MPHEQIP).

Construction work of new building is under progress with the help of the grant received from World Bank (Grant in Rs. 8.26 cr).

The college has received a grant of Rs. 2 cr from RUSA (scheme 9 components) for renovation, new construction & procurement of equipments.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 93.39

##### 4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
18.89539	135.24021	5.68712	5.68712	731.35260

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

#### 4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

**Response:**

The Institute have well equipped library enriched with books of various streams. There are more than 20 thousand books available in the Library. It includes the books purchased under book bank scheme, UGC, Government and Janbhagidari. The Library has subscription for 15 journals, 8 Daily newspapers(Hindi & English) and Magazines. The library is automated in the year 2021, and have the membership of INFLIBNET/Shodh Ganga, the membership for DELNET is under process. Every year the books, worth Rs 1500/- & stationary of Rs 500/- are distributed to each student belonging to SC/ST category.

The following facilities are available in the library.

- 2 Computers
- 1 Reading Room
- 1 Photocopier
- Wi-Fi Facility
- The library is opened every working day from 10:30 AM to 05:30 PM
- Year of Automation of Library-2021

- Current ILMS version- SOUL 2.0
- Have Membership of INFLIBNET, Shodh Ganga.
- All the Staff, Research Scholars and Students have enrolled to National Digital Library to access the huge resources, offered by NDL.
- Books worth Rs.29036/- have been purchased in the year 2021-22 through the funds from UGC, Government, Book Bank Scheme, Janbhagidari.

### List of Journals Available in the Library

- Journal of Scientific & Industrial Research
- Indian Journal of Chemistry Section-A
- Indian Journal of Chemistry Section-B
- Indian Journal of Experimental Biology
- Indian Journal of Pure & Applied Physics
- Journal of Intellectual Property Rights
- Medicinal and Aromatic plant Extracts
- Indian Journal of Biotechnology
- Indian journal of Fiber and Textile Research
- Indian Journal of Natural Products and Resources
- Bhartiya Vaigyanik Avam Aoudyogic Anusandhan Patrika
- Proceedings Mathematical Sciences
- Journal of Genetics
- Pharma Journal of Physics
- Resonance

A systematic time table is prepared class wise for Issue/Return of the books. 02 books for UG students and 03 books for PG Students are issued at a time for a period of 14 days. Library card is issued to every student.

One day Webinar was also organized on 16th February 2021 on the topic **“Role of Librarian and Transformation of Libraries in 21st Century”** The Subject Expert was Dr. Sanjay Kataria, Librarian, Sarojini Naidu Government Girls PG College, Bhopal.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

**4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

**Response:**

**INSTITUTION FREQUENTLY UPDATES ITS IT FACILITIES INCLUDING WI-FI**

1. IT facilities are the backbone of the learner centric participative teaching pedagogy. The college has an effective IT Infrastructure with internet Bandwidth of 50 mbps. Institute is also providing Wi-Fi for continuous and uninterrupted internet connectivity to students and faculty members.
2. The students can access the internet on their laptop/mobile in the library .The student of UG are given access to computer in the library while PG student and research scholars have access to computer in their respective department.
3. Internet connection over LAN has been provided to all the teaching departments, office, accounts, computer laboratory and the library. Office is equipped with VPN (Virtual private Network) for Salary.
4. The college has SWAN connectivity in a virtual class room where student can take advantage of virtual lecture being conducted by the department of higher education M.P.
5. Most of the teaching departments of the college have interactive smart board projector, document camera, printer, and scanner.
6. The college has 06 smart classrooms & 01 virtual classroom with ICT enabled teaching learning facility along with laboratory and conference hall.
7. The student of UG first year have been provided smart phone under the scheme formulated by M.P.Government during the session 2016-17 & 2017-18 in order to acquaint with IT tools.
- 8.The library has switched over the bar coding system to facilities to access book following the automation .Library computer data base is maintained with SOUL version 2.0 software.
9. Library has membership of Inflibnet & has access to National Digital library so that the students and faculty member can access to e-books, online journals and various other literature available online on these platforms.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.3.2 Student – Computer ratio (Data for the latest completed academic year)****Response:** 88.28**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 40

File Description	Document
Upload supporting document	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>
2	<a href="#">View Document</a>
3	<a href="#">View Document</a>
4	<a href="#">View Document</a>
5	<a href="#">View Document</a>
6	<a href="#">View Document</a>
7	<a href="#">View Document</a>
8	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)**

Response: 6.61

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
10.26109	22.20760	12.58848	8.71928	9.74319

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

**Response:** 68.53

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1923	2257	1930	1445	1174

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

**Response:** 17.73

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
579	351	627	173	529

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 5.2 Student Progression

#### 5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

**Response:** 25.12

##### 5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
297	199	150	108	87

##### 5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1075	854	498	466	455



File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**

**Response:** 37.14

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	3	1	0	12

**5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
30	10	6	2	22

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

**Response:** 3

**5.3.1.1 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 wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	02	01

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 26.2

#### 5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
33	00	54	16	28

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**Response:**

#### SESSION 2018-19

An alumni meet was organized for both UG and PG students in our college on **27-12-2018**. Lecture was given by **Retd. Major General Shyam Shrivastava** on PREPARATION FOR COMPETITIVE EXAMS & **Dr. Mohd. Haneef Mewati, Regional Co-Ordinator EDI** spoke about self employment opportunities.& various government welfare schemes .

**SESSION 2019-20**

An Alumni meet was Organized in Govt. Dr. Shyama Prasad Mukherjee Science Commerce College, Bhopal on **07th March 2020** for those students who had passed UG, PG in the year 2018-19. For the benefit of students & Alumni, Lectures were given by **Dr. V.P.S. Gour** on **“Career Opportunities in Public Private Sectors ”** while **Dr. Suryakant Sharma** spoke on **“Personality Development”**.

**SESSION 2020-21**

To extend guidance and support to the alumni, teachers posted in the college volunteered to help. An amount of Rs- 21500 (Twenty One Thousand Five Hundred) was donated by Professors of the college. **During Corona lock-down in Bhopal, many people were facing a lot of difficulty in fulfilling even the basic necessities of their family. One of the objectives of the Alumni Association is to extend help and support to members of the society .** Professors and some ex-students were contacted for help. Many Professors contributed money for this worthy cause and ex-students volunteered in making packets of rations and in distribution of rations. Hundreds of packets of dal, rice, wheat, oil, masalas, milk etc were distributed to support and help those in need.

**SESSION 2021-22**

Online /offline lectures were delivered for the benefit of all students of UG 1st year Dr Manoj Sharma (Treasurer, Alumni Association) delivered a lecture on **“ RESUME WRITING AND MOCK INTERVIEW ”** on **3rd March 2022**. Shubham Chauhan (Secretary, Alumni association) delivered a lecture on **“TIME MANAGEMENT AND COMMUNICATION SKILLS ”** on **15th March 2022**. **All the above mentioned topics are part of the Personality Development Syllabus of students of U.G first year in the National Education Policy-2020.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

In tune with the vision and mission statement of the college governance of the college is participative with due focus on inclusivity. There are committees in the college which work towards holistic development of the college through various plans and activities. Scientific action plan is prepared and uploaded on college website, all the committees work towards fulfilment of the milestones set in the action plan. Institution has emphasized a lot on Society connect programmes and experiential learning for the holistic development of the students. Various Value driven programmes and activities like Blood donation, Swaccha Abhiyan, Gender sensitization programmes, Communal harmony, digital India, empathy based programmes. Flagship programmes are framed with a clear vision providing scientific temperament to a number of activities. Some of these are listed below:

1. **Shodh-** Pursuit of Research Excellence.
2. **Parimarjan-** Shaping Intellect among students.
3. **Samarpan-** an Initiative for earth environment health society and surrounding preparing tank for the concerned areas.
4. **Sangini-** Women Empowerment & Gender Equity Cell.
5. **Kaushal-** In house Capacity Building.
6. **Anupam-** Platform to nurture creativity.

IQAC has implemented the action plan under these Flagship programmes. IQAC always motivates concerned Nodal officers to implement innovative activities like mapping the plant species under Green Audit, and Environment audit. Energy Audit has also been carried out in the college. Workshops and events are organized to enhance quality standards in the campus, Workshops and Seminars are organized to develop innovation ecosystem in the college. IQAC works relentlessly towards building up a strong teaching learning framework in college where the focus is on participative student centric learning and development of problem solving skills in students. Professional values and ethics are inculcated in students through various practices like organizing guest lectures apart from curriculum.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2 Strategy Development and Deployment

**6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies,**

**administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc**

**Response:**

The one of the main objectives of the institution is to achieve excellence in Research, in this perspective a central instrumentation lab is established having AAS (Atomic Absorption Spectrophotometer) and UV Spectrophotometer along with other useful instruments.

Institute had infrastructural support from DST-FIST; e-learning room is equipped from DST-FIST grant. Institute also is beneficiary of RUSA (component-9). Institute also receives financial & infrastructural assistance from World Bank Quality Improvement Project of Government of M.P.

Higher Education in Madhya Pradesh is functioning administratively with secretariat and Ministry at Bhopal. Commissioner higher education is the supreme functional authority at secretariat and issues orders directly to colleges in M.P. Additional Directors are responsible for colleges of the specific division.

Institute to implement different schemes with quality initiatives as per norms. Permanent faculties and staff is appointment through under MPPSC. Guest Faculty against vacant posts for conventional subjects is also invited through the online mechanism chalked out by the Department of Higher Education, M.P.

Guest Faculty for self-finance courses under various programmes is invited by Secretary, Janbhagidari. As per the directives of state government, a Janbhagidari committee is constituted in the college, to help the college in development process. Local social workers, politicians, administrative officer and college teachers are the members of this committee. Main aim for the establishment of Janbhagidari Committee is to generate funds from local people through voluntary donations and taking college development fees from students. The amount generated may be utilized for the various development work like infrastructure development, maintenance and management of the college.

Principal is the head of the institution with drawing & disbursing financial powers. Principal appoints the Convenors of the various committees to help in the administrative work related to general administration, academics, quality issues & student's welfare issues.

Convenors of the various committees report to the Principal whereas committee members report to the corresponding convenor. All the committees have fair participation of students, student voice are fully respected & heard.

Head Clerk of the college looks into the establishment related affairs of the colleges, LDC & Accountants help in keeping the accounts & financial records in order in the office. Regular financial audits are executed in the college by internal financial committee, external appointed CA & by the Accountant General of M.P. state also. AGMP raises financial explanations as per the process these queries have to be answered if any within the stipulated time.

All the procurement is as per MP General financial Rules 2015. College has a purchase committee to look into procurement related processes.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

**Response:**

The institution effectively implements the schemes for the teaching and non teaching staff. Welfare measures are something that is available to employees in addition to regular wages and other economic benefits under legal provisions.

Some of the welfare measures for teaching and non teaching members are:

- Employee's provident fund
- Pension Policy
- Medi claim
- Full paid maternity leave
- Child care leave
- Travel Allowance
- NPS
- GIS & GPF
- Medical Leave
- Earn leave
- Casual Leave
- Yearly Increments
- Wi-Fi facility to the staff inside to the college Campus.
- Identity card for all teaching and non- teaching staff.
- Two sets of uniforms to the domestic staff every year.

The Institution provides healthy working environment and there are several facilities available for the welfare of the teaching and non-teaching staff.

The faculty can also avail study leave for further studies as per UGC and MP Government norms respectively.

Various training programmers are organized by various govt. bodies. Teaching and non-teaching staff are sent to such training programmes for their welfare and skill development.

As per the directives of DHE every faculty member of the institution has to submit self appraisal report annually mentioning in detail the workload, administrative responsibilities, other academic & co-curricular activities, their role in various committees and participation in examination work, seminars, conference, workshop etc. On the basis of the performance appraisal reports the faculty members are promoted under time scale promotion & career advancement scheme by the Department of Higher Education.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 0.82

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

**Response:** 27.52

### 6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12	24	2	49	3

### 6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
13	22	14	13	22

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

#### Response:

The institute mobilizes its funds received from the state Government, UGC, RUSA, World Bank, and Janbhagidari in a well- planned manner in accordance with the approval of various statutory committees constituted by the principal. Funds received from the state government are spent on payment of salary of teaching and non teaching staff. For every financial year a budget is prepared by a Finance committee, keeping in mind the development criteria of the institution, and accordingly provisions are made. The UGC committee proposes a budget for the allocation of funds under various heads to the finance committee on its approval. The UGC deploys the fund and maintains a record of it. Like wise, all the above- mentioned committees try to utilize the sanctioned amount and make the optimal utilization of the available financial resources as per the government rules of Madhya Pradesh. The procedure of purchase is also very transparent. Proposals, as per requirement are invited by all the Department and committees within a specific period of time. On receiving the proposals, tenders are invited in an open bid. The best bid is selected in the presence of the finance committee. A record of expense and balance is maintained by the concerned committee.

The institute conducts external financial audit regularly. In the session 2017-18 and session 2018-19 it was done by Mr. Sanjay Shrivastava & co. (Chartered Account), Santosh Tower, 148,M.P.Nagar, Zone-I,



Bhopal and in the session 2019-20 and 2020- 21, it was done by Mr. Gupta Gourav & Associates (Chartered Accountants) 51-A, Piyush Nagar Awadhपुरi, Bhopal, 462020. The external agency doing audit tallies expenditure and receipts. Inspects balance sheet and books and discrepancy (if any) is pointed out. The Tally Account Software was purchased through the World Bank in the session 2020-21 for Rs. 30000/-. The Internal auditor was also appointed through the World Bank fund of Rs. 60000/-. The member of this audit committee go for random checking of documents, service book etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

### Response:

The IQAC has been an integral part to build & maintain a culture at the institutional level, since its inception. The IQAC ensures the effective implementation of quality initiatives through Continues reviews and Periodic meetings. The IQAC works towards attaining excellence in all the academic activities and for continuous improvement in teaching-learning process. The initiatives taken by the IQAC for quality enhancement during the last five years are as follows-

\* Educational tours, Field visits and Workshops for students were organized to give exposure to the sites of industrial, cultural, environmental and educational interest.

\* Seminars, Workshops, Faculty Development Programs were allocated to the different departments by the IQAC and in pursuance of this they were organized for academic enrichment of the faculty and the students.

\*Induction Programme for the newly admitted students at the beginning of the session with an aim to 'know-Thy college' is organized. The students are made aware of the various Constituents of the College as well as beneficiary schemes.

\*Financial Assistance was received by the World Bank in 2018-19. As per the decision taken by the IQAC, the fund was utilized for infrastructure development including Smart classrooms and modern equipments.

\*A lead was taken by the IQAC to organize 'Ek Bharat Shreshtha Bharat'-Student Exchange Programme in which the students of Bongaigaon College, Asam, visited the institution.

\*One day national seminar on the theme "Nehru; the Builder of Modern India' was Organized On 14 Nov

2019 under the Aegis of the I Q.A.C.

\* On the 150th Birth Anniversary of Mahatma Gandhi, year long celebrations including the unveiling of Mahatma Gandhi's statue in the college campus were organized to disseminate Gandhian thought among the students.

\*A one day workshop on “**Assembling of Solar lamps**” was organised to by the IQAC in collaboration with IIT Mumbai and MANIT, Bhopal.

\*An Orientation Programme entitled, "**Samman**" to instil a feeling of respect for women to and to Create awareness about crime against women in association with the NGO-named “**Sangini**” was organized as per the decision taken by the IQAC for gender sensitization.

\*In view of the challenging situation posed by the corona Pandemic, the IQAC took lead in organizing multifaceted activities including voluntary activities by NSS, NCC unit of the college and the Alumni Association. Faculty members along with the Alumni Contributed generously to provide essential eatables to the People on the verge of starvation and these who were rendered unemployed due to Pandemic. As an awareness campaign, a national webinar on use of Telemedicine Corona Pandemic was organized by organised the IQAC with the aid of the department of sociology.

\* The IQAC again took an initiative to increase the smart classes including virtual classroom facility to promote of the use of ICT Tools by the Faculty members to facilitate the greater access to the students.

\*E library setup is under process. N-list facility has been subscribed by the library as alternativeto access e-resource by the faculty members as well as the students for the betterment of teaching-Learning.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

##### Response:

Gender equity and sensitization is one of the key challenges our society has been facing and it persists even today, despite efforts. Our college also conducted various gender equity sensitization programs in order to create proper academic atmosphere. Speakers were invited to deliver speech & lectures which highlighted the role of women in society. Some of the gender equity promotion measures initiated by the college are as follows:

- The college constituted a committee for the safety & security of the girls.
- The college premises are under CCTV surveillance.
- The percentage of the girl candidates was approximately 30% and 39.94% of the total students enrolled in the college during 2020-21 and 2021-22 respectively
- The college has a girls common room with basic required amenities including vending machine
- The NSS & NCC units of our college already have a separate wing to provide equal opportunity to the girls.
- Fee structure benefits to SC/ST Girls along with different scholarship schemes are given as per state government norms.
- International Girl Child Day was celebrated on 11th October 2021 by NSS unit of the college.
- An orientation Program was organized for awareness of crime against women in association with the NGO – named ‘Sangini’ on 16 January 2021
- No tuition fees is charged to girls.
- Meritorious Girls belonging to the rural areas are given financial aid under **Gaon ki Beti Yojana** of M.P. Govt. .
- Meritorious Girls belonging to the BPL category of urban areas are given financial aid under **Pratibha Kiran Yojana**, of M.P. Govt. .
- International Women’s Day is celebrated every year in the college.
- An Expert Lecture on Gender Equity was organized by the college in the year 2020-21& 2021-22
- Beautician Course, Food Craft and Bakery training programmes were organized by the swami vivekanand career Guidance cell to make them aware of the possibilities in the mentioned fields.
- Self Defense Training Programme (Marshal Art for Women Empowerment) was organized in 2020.
- **Mandana Painting** and **Mural Painting** Training Programs were organized in 2019-20 by the Swami Vivekanand Career Guidance Cell.
- One day Orientation program was organized by IQAC and department of Sociology on 08/03/2022 sponsored by the State women’s commission on the topic “ **women’s safety and prevention of cybercrimes**”. Along with this, a lecture on **stress management among women** was organized in collaboration with “**Brahma Kumari Shansthan, Bhopal**” and **state women commission..**
- Women Empowerment and Gender Equity Cell is functioning with the IQAC since its inception in December 2019.
- The college has been providing Counselling to Girl Candidates as per the need and requirement.

- Dr. Madhvilata Dubey and Dr. Pragya Rawat were invited to deliver lecture in a two day workshop on **Gender Sesitization at work place** organized by **IES (ISO) University Bhopal** on 12 & 13 Aug 2022.
- The text book on Women Empowerment as part of paper II of FC course of UG II year 2022-23 (Under NEP) by Dr. Madhvilata Dubey has been published.

The college organizes programmes on the national and international commemorative days to highlight their significance and create awareness of various issues concerned with them among students such as **International Day, World Environment Day, National Voters Day, International Women Day, National Girl Child Day, Sadbhavana Diwas, Teacher's Day** etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

**Response:** A. 4 or All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

#### 7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit

**3.Clean and green campus initiatives****4.Beyond the campus environmental promotion activities**

**Response:** A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

**7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

**Response:**

The College has been organizing various cultural, socio-economic and other diversified programs for the students from time to time. Due to the pandemic situation prevailing across, the programmes have been conducted both in online and offline modes.

A Webinar on **Atmanirbhar Bharat** was organized by the Vivekanand Career Guidance and Placement Cell in association with the Aspire Academy during the session.

A Training programme was organized on career options for students on 29.06.21 and 30.06.21.

**Youth festival** is an important cultural, musical, literary and fine arts event being organized every year. It is a four level competition which begins at college and culminates at state level. The Students participate and qualify in various categories.

**National Youth Day** was celebrated by the Vivekanand Career Guidance Cell of the college On 12 January 2021. NSS unit of the college organized socio - cultural activities for the NSS volunteers in association with **AAWAJ and UNICEF** under the programme – Covid -19 and Youth.

An essay competition was organized on 23 March 2021 on the topic '**Dandi March and Mahatma Gandhi**' under the programme – **Aazadi ka Amrit Mahotsav**.

The Students participated in a webinar on youth as champion for child protection on 21st October 2020 organised by UNICEF, Awaaz and NSS Units of MP. The students participated in a webinar on Prevalence and Measures of Domestic Violence Act on 7.11.21.

Special efforts have been made to sensitise the students towards the values enshrined in preamble of the Indian constitution by displaying it at prominent place of the college building.

The aim is to foster among the students an attitude of respect and brother hood toward their fellow beings, the spirit of rule abidingness to mould them as a responsible citizen of the society. As a citizen of Indian republic, it is to remind them to cherish and follow the values which inspired our National struggle for freedom. As part of their socialization process, the focus is to make them aware of their duties in terms of fundamental duties during their orientation programme conducted at the beginning of each academic

session. In this context, duties enshrined in the part IV A of the Indian Constitution have been displayed at prominent places of the building for the perusal of the students. The rationale for this exercise is to have educative & benign influence on the younger generation & thereby aim to mould the character & the personality of the students in the proper direction.

**Constitution Day** is celebrated on 26th November every year to Commemorate the adoption of the constitution of India. National voter's day is observed every year on 25 January to encourage more & more youngsters to register themselves as voters and to take part in the Electoral process as Informed voters transcending parochial considerations.

The International Child Right day was celebrated on 20 November 2021 by the NCC and NSS unit of the college.

An online lecture was delivered by Dr. Kalpana Jambhulkar on Dr. Ambedkar. The Principal along with the faculty members and students spoke on the importance of the day and highlighted the role and formation of the constitution in our country by Dr. Ambedkar and his esteemed team. Oath was also taken by the entire college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### **7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual**

**Response:**

#### **Best Practice 1 –**

#### **Title- Online Teaching, Learning & Evaluation**

**Objectives:**

- To cope up with the pandemic, the institution took up the initiative to teach the students, as per govt. directives and used the online teaching platform to compensate the loss incurred during the lockdown.
- To enable students to prepare and complete their curriculum in due course of time; To prepare them to be successful in the university exams.
- The underlying principle behind this practice was to prepare them for challenges in the difficult situation.
- To Provide access to college level learning.

**Context:**

Facing the Pandemic situation and alternative arrangement for dissemination of knowledge and learning.

**Practice:**

In the beginning, the online training programmes for the faculty were organized and they were made familiar with various apps like Google meet, Teachment, Zoom app, Google class room etc. The most preferable app was Google meet as the institution was instructed by the department of higher education, Madhya Pradesh, to choose that app and it was free of charge also.

In the next step class wise Whats App groups were made. They were instructed to download the same App & join the link provided in their respective class groups. This led to the smooth conduction of online classes. Evaluation was done via various online Quizzes, presentations for CCE prescribed in the syllabus. For Objective and subjective evaluation, question papers were shared in the corresponding whatsapp class groups & the answer sheets in the PDF form were submitted in the allotted time by the students.

**Evidence of the Success:**

The number of students in online classes increased comparatively. Their queries were solved. The rapport between the teacher & the taught was achieved 80% of the students appeared in this innovative mode of evaluation. The main - annual and semester examination 2020-21 was conducted on open book exam pattern with 100% result.



### **Problem faced:**

- The network was the major issue faced by both the faculty & the students during online classes. some of the students did not have the mobile phone facility. Some had the mobile facility but availability was not there.
- The students belonging to the weaker section found difficulty in attending the online classes. They were given opportunity to appear in traditional i.e. offline mode of exam for CCE. Many of the faculty members got infected by Covid-19 pandemic. Hence it was a great challenge to manage online classes and exams etc.
- For many students one of the biggest challenges of online learning is the struggle with focusing on the screen for long periods of time.
- There is also a greater chance for students to be easily distracted by social media or other sites.
- The data related to the teachers and students could be misused.

### **Notes:-**

Besides conducting online classes, some of the college teachers recorded their lectures and uploaded them on you tube.

### **The significance of online classes as observed is as follows –**

- Online classes are convenient as well as flexible.
- Online classes offer more individual attention.
- It helps in interaction between the teacher & the taught.
- Online education enables us to study / teach from anywhere in the world
- Not only it saves time but also money.
- The students become tech-savy and now they are able to connect themselves at national and international level.

### **Best Practice II –**

#### **Title of the Practice – Philanthropic Responsibility of the Institution**

#### **Objectives:**

- To provide assistance to the people affected by the Covid-19 pandemic.
- To give them financial, medical aid as well as essential items (edibles)
- To generate awareness for social responsibility among the faculty & the students.

#### **Context:**

The college decided to undertake humanitarian activity during pandemic.

#### **Practice:**

With the kind consent of the principal, it was decided to provide relief and support to those in need specially during lockdown period. Professors volunteered and contributed money for this noble cause. Rations & other essentials were purchased with the amount collected, packets were prepared & distributed

with the help of Gurudwara volunteers, college students & ex-student also.

**Evidence of the Success:**

Regular distribution of rations to the needy brought smiles on their faces. It saved them from hunger. This created a feeling of oneness among them. It also developed a feeling of social responsibility among students. The teaching staff as well as the students of the college have pledged to extend help to the needy from time to time.

**Problems:**

Nationwide lockdown, Barricading, restricted movements and Corona curfew in the city was itself a major problem faced by the volunteers. To Motivate the students for this worthy cause was a great challenge for the Institution during this period.

**Note:**

Besides this noble cause, the students of NCC & NSS unit of the college got registered themselves as corona warriors.

Blood was donated by the NSS volunteers on 1st April 2020 during Lockdown period.

They distributed masks and soaps with the aid of the local administration , Bhopal and Municipal Corporation , Bhopal on 23 May 2020.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness**

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

**INSTITUTION DISTINCTIVENESS**

The college has been shifted to the newly constructed building in the month of October 2020 and the new premises is spacious enough to meet the requirements of all the faculties. Still there is much scope left for further extension which will be accomplished with the construction of new building. The demands of all the departments will be met out shortly. With the extension of laboratories, the need of the newly opened UG and PG courses will be fulfilled.

Our college being a research and innovation driven institute, encourages students towards research

and innovative practices. Our UG and PG students are also encouraged and given the opportunity to pursue innovative research activities. Projects are given at PG level and the students are motivated to write research papers and get them published. Since a considerable number of teachers from different faculties are registered research guides, and hence the college is an important research centre notified by Barkatullah University, Bhopal. Besides, being a co-education institute, the college is accommodative and vigilant towards gender sensitization and amicable atmosphere.

The college presently has fifty-three teachers as the teaching faculty. Out of which twenty teachers are registered as research guides in different universities of the state.

Between the academic sessions 2016-2021, the total number of scholars registered for research were eighteen, during 2021-22 the number is eleven. In the current academic session, the total number of students registered are fourteen in different faculties. Being a prominent research oriented college, the Ph.D awardees from 2016-2021 have been a remarkable number of fifty five.

An admirable number of research publications have been published in different journals, magazines and e-journals of National and International repute.

The major research has been done in the field of Botany, Chemistry, Physics, Mathematics, Zoology, Home Science, Sociology and Hindi. The college has signed MOUs with the premiere Government Institutes and National / International universities of the state for academic and research excellence.

The college has identified the following thrust areas of the research.

1. Different aspects of Environmental studies.
2. Dietetics & nutrition in Human beings.
3. Therapeutic Nutrition
4. Fibre Science
5. Human Behaviour
6. Community Development
7. Human Physiology
8. Nanotechnology
9. Human Resource Management
10. Polymers
11. Medicinal Chemistry
12. Human Resource Development
13. Insurance Sector
14. Public Sector Undertaking
15. Co-operative & Federation Sector
16. Micro & Macro Economics
17. Business Economics
18. Physico Chemical aspects of water analysis
19. Accounting & E-Accounting
20. Taxation Direct & Indirect Tax
21. Assessment of water qualities of different water bodies
22. Study of different aquatic fauna & flora
23. Study of haematological, Biochemical & Histological aspects of different animals.
24. Fixed Point Theory

25. Solar Energy
26. Role of NGO Rural Development
27. Women Empowerment.
28. Sociological study of the status of primary & middle class education.
29. The role of NGOs in the status of Dalit Women

- The College organised a lecture on **Research Methodology and IPR (Intellectual Property Rights) during the year 2021-22 -**

Keeping in mind the importance of research in higher studies, a lecture on Research Methodology was organised for the postgraduate students and research scholars of the college. The guest speaker for the lecture was Dr. S.K. Sangi, chief scientist CSIR -AMPRI Bhopal. Dr. sangi covered various topics under research methodology. He explained that it is a logical systematic plan to resolve a research problem. A methodology details a researcher's approach to the research to ensure reliable and valid results that address their aims and objectives. A Systematic research provides scientifically sound findings. It also provides the detailed plan that keeps the researcher on track, making the progress smooth, effective and manageable. The various steps of research process include:

1. Formulation of a research problem.
2. creation of a research design
3. constructing instrument for data collection
4. selecting a sample
5. writing the research proposal
6. collecting data
7. processing data
8. writing the report.

He concluded that the significance of a research lies in its quality and not in quantity. The need therefore is for those concerned with research to pay due attention to designing and adhering to appropriate methodology throughout for improving the quality of research.

- Over the last two decades, IPR have progressed to the point that they now play a significant part in the Global economy's development. The successful completion of the Agreement on Trade Related Aspects of Intellectual Property Right (TRIPS) in the WTO resulted in increased protection and enforcement. In India, the changes pertaining to IPR took a major reform towards the end of 20th century. In this context, Intellectual Property Right awareness is critical to shape an environment that is conducive to fostering creativity and innovation. Keeping this fact in view, the one day seminar was organised to highlight the major laws that govern the IPR sections of the country. Dr. VP Singh Gaur, Professor, Political Science graced the occasion as Chief Speaker. IPR issues including patent, trademark, copyright, design, trade secrets, geographical

indicator and plant varieties were discussed and debated in this seminar.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

---

### **Additional Information :**

Apart from various academic programs for students, special attention is given to slow learners by organizing remedial classes, tutorials and extra classes from time to time for their academic advancement. Under Swami Vivekananda Career Guidance Scheme; various programmes are organized to make the students aware about career opportunities, and training programmes aimed at skill development among the students to go for self employment.

MOU's have also been signed under the aegis of Career Guidance Cell, IQAC and different teaching departments of the college with other University and academic institution for Innovation, quality enhancement and academic excellence.

It is matter of pride that the students of this college have excelled in various field including sports, NCC, NSS and extracurricular activities. During Covid-19 pandemic the teaching staff & the students Collaborated to take the initiative to organize Philanthropic activities by providing medical aid as well as essential edible items, NCC & NSS volunteers registered themselves as corona warriors and organized awareness programmes about sanitization, wearing of mask etc.

Faced with New threats of climate change during to emission of Green house gases the institution has undertaken various activities to control carbon footprints.

### **Concluding Remarks :**

Government Dr Shyama Prasad Mukherjee Science & Commerce College, Kolar Road, Bhopal M.P. is entering into 40th years of its establishment. As multi faculty Co-educational institute, the college runs UG course in Arts, Science, Commerce and Home Science; and PG courses in Arts, Science and Commerce. The student's enrollment in different course is on constant Increase around 200% during the last five years. More than 35 Research Scholar's have been awarded Ph.D. degrees in last few years under the supervision of college faculties as Research Guide.

The benefit of the scholarships, beneficiary schemes for various largest groups & welfare schemes, Promotional schemes are provided to weaker meritorious students including girls to enable them to pursue fulfill their educational needs.

To discharge our social responsibility, the institution has promoted on campus and off campus plantation drives, including plantation in village adopted under Goad Gram Scheme of Higher Education Department. Green audit, Energy audit & Environment audit, the college is committed to use these reports as a tool to improve our performance towards environment protection.

As a public institution the college is fully committed to serve its social responsibilities by fulfilling the mandate as stated in vision and mission of the college.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Number of Add on /Certificate/Value added programs offered during the last five years</b></p> <p>Answer before DVV Verification : 09 Answer After DVV Verification :07</p>																				
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p><b>1.3.2.1. Number of students undertaking project work/field work / internships</b> Answer before DVV Verification : 2200 Answer after DVV Verification: 1025</p>																				
3.2.2	<p><b>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</b></p> <p><b>3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>9</td> <td>2</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>9</td> <td>2</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Remark : as per document provided now.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	19	9	2	1	0	2021-22	2020-21	2019-20	2018-19	2017-18	21	9	2	1	0
2021-22	2020-21	2019-20	2018-19	2017-18																	
19	9	2	1	0																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
21	9	2	1	0																	
5.1.3	<p><b>Percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years</b></p> <p><b>5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>669</td> <td>351</td> <td>735</td> <td>290</td> <td>585</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>579</td> <td>351</td> <td>627</td> <td>173</td> <td>529</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	669	351	735	290	585	2021-22	2020-21	2019-20	2018-19	2017-18	579	351	627	173	529
2021-22	2020-21	2019-20	2018-19	2017-18																	
669	351	735	290	585																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
579	351	627	173	529																	

**5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
297	199	150	108	87

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
297	199	150	108	87

**5.2.1.2. Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1086	851	498	466	455

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1075	854	498	466	455

Remark : as per the submitted document during clarification

**6.2.2 Implementation of e-governance in areas of operation**

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

**6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

**6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18



50	92	27	70	30
----	----	----	----	----

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12	24	2	49	3

**6.3.3.2. Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
29	29	33	33	34

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
13	22	14	13	22

**2.Extended Profile Deviations**

ID	Extended Questions
1.1	<p><b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b>                      Answer before DVV Verification : 77                      Answer after DVV Verification : 83</p>