



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	Govt. Dr. Shyama Prasad Mukherjee Science and Commerce College Bhopal
Name of the head of the Institution	Dr. Ragini Tiwari
Designation	Principal(in-charge)
Does the Institution function from own campus	No
Phone no/Alternate Phone no.	07552551837
Mobile no.	9303113697
Registered Email	hegbscbho@mp.gov.in
Alternate Email	sudhanshu_dhar@yahoo.co.in
Address	Gokhale Hostel Jehangirabad In front of Khatlapura Temple
City/Town	Bhopal
State/UT	Madhya Pradesh
Pincode	462008

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

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mphighereducation.nic.in/InstituteAdmin/Profile/Upload_AOAR_Reports.aspx?CID=Mw==
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://qscbhopal.in/cp/noticesdownload.php?action=add

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

6. Date of Establishment of IQAC	02-Jul-2007
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Second	07-Feb-2019 1	6
First	20-Oct-2018 1	6
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt Dr Shyama Prasad Mukherjee Science and Commerce College Bhopal	Student Tracking	World Bank	2019 90	270000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

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

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality

Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Internal documentation emphasised.	Follow MIS System.
Promotion or research climate.	Registered Research Guide and researcher are being guided by them.
Emphasis on social activity.	Different Social Activities Organized by NCC and NSS Unit.
Ensuring Quality Culture.	Achieved successfully
Creating learner centric environment.	PG Classes start in Zoology, Botany and Sociology
Various parameters for academic and administrative activities of the institution were enmarked.	Faculties of Arts and Home Science are opened in this session.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	01-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	It is a computer based system that provides the tools to organize evaluate and efficiently manage departments within an institute. Its main purpose is to improve efficiency of office activities and to store student and personal data. List of modules currently operational in our institute are: • Guest faculty details • Details of meritorious students • Student strength • Scholarship details • Teaching vacancies • Janbhagidari details • Time table schedule • Eservice book details • Transfer/relieving detail • Joining details

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Arts	01/07/2018
MA	History	01/07/2018
MA	Sociology	01/07/2018
BSc	Home Science	01/07/2018
MSc	Botany	01/07/2018
MSc	Zoology	01/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Null	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Physics	32
BSc	Mathematics	30
BSc	Botany	74
BSc	Chemistry	35
BCom	Commerce	174
MSc	Mathematics	10
MSc	Chemistry	7
MCom	Commerce	20
BSc	Biotechnology	17
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>Our college is committed to the highest standards of educational and other provisions for its students and encourage students to give thoughtful and constructive feedback. Formal evaluations as well as informal comments are used to make improvements in the related fields. Survey Method Questionnaire Below are the questions as presented to students to which students responded on a five point scale ranging from satisfied to excellent. 1- There should be more computers for the use of students. 2- There should be sports ground in college campus. 3- There should be photo copy and Internet facility in library for students. 4- There should be reading room in library. 5- There should be more books on competitive exam in the library. 6- There should be canteen. 7- There should be more water cooler in college. 8- There should be more constructive career guidance cell. Action taken- 1- Every department his computer facility</p>

with internet. 2- Students can go to other colleges for sports activities and competitions. 3- Separate space for reading room is made available in library. 4- More books on competitive exam are being purchased. 5- Cleanliness is maintained. As a result of students feedback the college continues to review, develop and implement policies and practise in key areas, such a carrier guidance and placement, supervision and monitoring and creation of an academic culture. Many response indicated that students felt that their teachers were knowledgeable, skilled, enthusiastic, committed and prepared with their subjects.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Sociology	30	4	4
MSc	Botany Zoology Chemistry Mathematics	120	117	117
MCom	Commerce	40	40	40
BSc	Home Science	160	7	7
BA	Arts	180	175	175
BSc	Bio Biotechnology Mathematics Computer Science	1140	986	986
BCom	Computer Application	90	90	90
BCom	Commerce	480	462	462
MA	History	30	0	0
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1720	161	40	27	27

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

26	26	1	1	1	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Every teacher of the college is mentor of 40-50 students. The teachers are every time available for students to solve their problems related to study, social or any kind of problems. Students can communicate with the mentor even often meeting their classes whatsapp group created by their mentors. This enables bridging gap between the teachers and students. This creates a better environment in the college, where students can approach teachers for both educational and personal guidance. The teacher also provides guidance and suggestions for the slow learners. This system has been useful in identifying slow and advanced learners. Due to direct communication between mentor and the student there was good improvement in student teacher relationship. When a student read a book mentor discusses how the book changed one's life. Mentor inspires the student for self education. Mentor observes each students, makes individualized suggestion based on their needs, passions or skill levels. The mentor mentee program is an innovative system from the start of the journey as a student till the mentee graduates.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1881	40	1:47

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	49	5	49	37

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Sudhanshudhar Dwivedi (National Level)	Professor	Indian Iconic Personality Award presented for best quality education research and distinguishing service for to the nation. Given by glorious organization for accelerated literacy (GOAL) New Delhi
2018	Dr Pragya Rawat (National Level)	Professor	Dr Sudhma Tiwari Samman Feliciated for her outstanding contribution to Hindi litrature by Dushyant Kumar Padulipy Sangrahalaya

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	C044	I SEM	18/01/2019	12/03/2019

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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

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

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

per academic calendar institution participated in the Extra-curricular activities like participation Athletics, participation in youth festival, participation Inter-collegiate sport competitions like cricket, kabaddi, chess, badminton, table tennis organised by the Barkatullah University, Bhopal. Besides this institute arrange some curricular and co-curricular activities casually as per the guidelines by the MP Higher Education time to time. Institute to run all the activities as per the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
C032,C198	BCom	COMMERCE AND COMPUTER APPLICATION	178	156	87.64
C085,C116,C137,C062,C067	BSc	SCIENCE	259	258	99.61
C044	MSc	CHEMISTRY	20	18	90
C050	MSc	MATHS	13	11	84.61
C031	MCom	COMMERCE	18	17	94.44
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2.7 – Student Satisfaction Survey

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

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Mathematics	1
Chemistry	1
Zoology	0
Botany	1
Physics	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Mathematics	1	0
National	Chemistry	1	0
National	Botany	2	0
International	Mathematics	6	0
International	Zoology	4	0
International	Botany	2	0
International	Commerce	0	0
National	Physics	1	0
International	Chemistry	1	0
International	Physics	2	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physics	1
Zoology	4
Sociology	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	12	37	0	1
Presented papers	0	0	7	0
Resource persons	0	0	3	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
0	0	0	0
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Voter Awareness Programme	Campus Ambassador	Higher Education	7
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Govt Science	Women	3	90

	and Commerce College Benazeer Bhopal	Empowerment		
NSS	Govt Science and Commerce College Benazeer Bhopal	Cleanliness Drive	3	8
NSS	Govt Science and Commerce College Benazeer Bhopal	Aids Awareness	3	80
Women Development	Govt Science and Commerce College Benazeer Bhopal	Essay Competition	4	20
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Null	Null	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Null	0	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
568712	568712

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NIL	Nil	NIL	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Nil	0	0	0	0	0	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	36	1	2	0	1	5	11	59	0
Added	3	0	0	0	0	0	0	0	0
Total	39	1	2	0	1	5	11	59	0

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

59 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
DD MADHYA PRADESH CLASSROOM	https://youtu.be/r-E9eSERXXg
DD MADHYA PRADESH CLASSROOM	https://youtu.be/UDAXGkOT_rc
DD MADHYA PRADESH CLASSROOM	https://youtu.be/tJuSMdEe3vo

DD MADHYA PRADESH CLASSROOM	https://youtu.be/074MY0jgoz8
DD MADHYA PRADESH CLASSROOM	https://youtu.be/XOcGGzjPdG0
DD MADHYA PRADESH CLASSROOM	https://youtu.be/F-HYeTHaTVY
DD MADHYA PRADESH CLASSROOM	https://youtu.be/-3mgS_SXqOc

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6040000	750792	117252	856928

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

In 2018-19 college is running at jhagirabad near by lower lake. It is located in 100100 square meter area with two storied building which has part of M.V.M college hostel. Building has double stories with following infrastructure.

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	SC ST OBC Gao ki beti Pratibha Kiran Vikramaditya SC Awas Yojna ST Awas Yojna	816	7823479

b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Tally ERP 9	13/02/2019	28	SVCGS
Preparation of Preliminary Exam	01/02/2019	17	SVCGS
Food Crafts and Bakery	04/09/2018	15	SVCGS
Personality Development and Communication skill	25/08/2018	15	SVCGS and AIIT
Tutor Guardian Scheme	04/12/2018	1883	At College Level
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Preparation of Preliminary Exam	0	0	0	0
2019	Career fair at IEHE	0	0	0	0
2019	Career Margdarshan Pradarshini	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

NIL	0	0	Kalka True IAS Academy	10	3
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	BSc	Chemistry	Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal	MSc Chemistry
2018	3	BSc	Mathematics	Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal	MSc Mathematics
2018	9	BSc	Botany	Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal	MSc Botany
2018	11	BSc	Zoology	Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal	MSc Zoology
2018	3	BA	Sociology	Govt. Dr. Shyama Prasad Mukharjee Science and Commerce College Bhopal	MA Sociology
2018	5	BCom	Commerce	Govt. Dr. Shyama Prasad Mukharjee Science and Commerce	MCom Commerce

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

Items	Number of students selected/ qualifying
Nil	0

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

Activity	Level	Number of Participants
Chess	Chess	4

[View File](#)**5.3 – Student Participation and Activities**

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	9th Sub Junior Drop Roball (2nd Position)	National	1	Nil	Nil	Shri Aman Bomariya

[View File](#)

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

NIL

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

On 01-12-18 following formal committee was framed for organizing alumni meet.

1- Dr. Harneet Chima - Convener 2- Dr. M.K. Gupta - Co-Convener 3- Dr. Asha Verma - Member 4- Dr. Rakesh Saxena - Member 5- Dr. Naval Singh - Member 6- Dr. Mukesh Napit - Member 7- Dr. Devendra Patel - Member 8- Dr. Satish Kumar - Member

Before conducting alumni meet some objects were kept in mind. An alumni is a person who has completed studies in an institute while Alumni association is gathering of such students. It is a homecoming tradition of welcoming back former students. They are considered as brand ambassadors of an Institute they graduated from and are institute's most loyal supporters. An alumni meet was organized for both UG and PG students in our college on 27-12-2018. Meet was organized to celebrate and refresh old relationship and form new one. The alumni were thrilled to be back in campus again and interact with the new students. Though few students turned up on the meet day after responding to our phone calls but both teachers as well as alumni were thrilled to interact with each other. Objectives of the meet:-

- Alumni support organizational goal and are institute's most loyal group.
- It refreshes old relationships and forms

new one. • Institutes success depends on supporting alumni network. • They take their knowledge of institute to hometown and to professional and social network. • The association fosters spirit of loyalty and promotes welfare of the institute. Future Plans:- 1- Better Communication Besides telephonic message following will be the other means of communication in the near future: • Through newsletters • Through post cards • Mass SMS • Through web link (Social networking) such as Face book, twitter, e-mail and instagram. 2- Record Keeping Date base of Alumni (names/address/other contact details) will be maintained. Key events will be photographed. 3- Financial Aspects / Consideration Colleges need to spend money to make money. So investing on alumni should be top priority. Various ways to handle finances will be:- • By an annual dues program for association members. • By contributions received by alums for a specific association program. • Financial assistance from higher education.

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

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

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	Library- not computerised. Area 40x14sq.foot Reading room01 Steel Almirah 50 Photocopy machine01 Computer 01 Book case02 ICT- Computers 52 Portable Visual Presenter 02 Portable interactive Board 02 Portable interactive Pad04 LCD Projector 04 Multifunctional Photocopier04 Laptop 01 Physical Infrastructure- Chairs 206

Table27 Students Table 255 Stool 272
 Fans 23 Cooler 24 Photocopy Machine 03
 Fax machine 01 Printer 02 Fiber Chairs
 84 Biometric machine 03 Water cooler 03
 AC 06 Almirah 102 Instuments-
 Department of Botany • Autoclave • Low
 Temp. Ultracentrifuge • Incubator •
 Temperature Regulated Incubator Shaker
 • Hot air oven • Vortex •
 Spectrophotometer Vis-UV • Ph Meter •
 Laminar Air Flow/ Biosafety Cabinet
 Level 1 • Refrigerator • Defreeze •
 Balance • Viscometer • Fraction
 Distillation Unit • Shaker • Camera
 Lucida • Chromatography Chamber with
 slides and stand • Compound Microscope
 • Double Demonstrator with microscope •
 Pointer Eyepiece • Jyoti Slope (4 parts
 one Box) • Lux meter, Heamatometer, Ph
 Meter • Eyepieces Box (17No. 15x, 10no.
 20X Dissection Microscope, 12no.20x) •
 Microscope • Dissection Microscope •
 Slide Projector • Hot Plate Round •
 Round Slide Stand • Water Filter •
 Automatischer Diaprojector • Brass
 Stove • Surgical Tray Department of
 Chemistry • Colorimeter • PH meter •
 Spectrophotometer • Conductivity meter
 • Melting point apparatus • Water bath
 • Universal hot air oven • Magnetic
 stirrer • Chemical balance •
 Microprocessor soil water analysis kit
 • Single Pan electrical balance cap
 200gm, sensitivity 0.1mg • Distilled
 water assembly • Heating Mantle • Micro
 centrifugal machine • Kipp's apparatus
 • Extraction Unit • Hot Plate
 Department Of Zoology/Biotechnology •
 Centrifuge • Single pan balance (Modern
 M/20) • Spectrophotometer 106
 (Systronics) • D O meter 141 (Model
 811E) • Conductivity meter 311
 (Systronics) • Photoelectric
 colorimeter • PH meter 324 (Systronics)
 • Turbidity meter 131 (Systronics) •
 Handy PH meter 324 (Systronics) • BOD
 incubator • Balance (Te-214-S) • Double
 beam Spectrophotometer UV-VIS •
 Electrophoresis Unit • Autoclave •
 Centrifuge • Hot Air Oven • Incubator •
 Laminar Air Flow • Spectrophotometer •
 UV Trans illuminator Department Of
 Physics • Spectrophotometer • Hall
 Effect Apparatus • Telescope • Biquartz
 polarimeter • Half Shade Polarimeter •
 Newtons Ring • R.C. Coupled Amplifier •
 Field Effect Transistor • MOSFET
 Transistor • Zenor Diode • Tunnel Diode

	<ul style="list-style-type: none"> • Joules Calorimeter • Carry Foster bridge • Maxwells Bridge • Shearing Bridge Anderson Bridge
Research and Development	For promotion of research various scientific projects are being handled by teachers. Resources are mobilized for research. Teachers are encouraged for various training programmes. Research work is published in reputed journals. Our future aim is to promote consultancy and collaborations.
Examination and Evaluation	Examination is planned by University. Evaluation is done by teachers both at university as well as at college level. Students are evaluated in college on the basis of CCE and Projects. Student performance and learning out come by way of result is duly appreciated.
Teaching and Learning	Teaching and learning go hand in hand. While teaching profile of student is taken care of since they are from different backgrounds having different I.Q. levels. Various innovative methods of teaching are employed and regular tests are conducted.
Curriculum Development	Curriculum is being decided by higher education. However we contribute only during board of studies meetings. Regarding planning and implementation the prescribed syllabus as introduced by higher education is followed. Curriculum is enriched by regular trainings.
Admission of Students	There was centralized online admission at both UG and PG level.
Industry Interaction / Collaboration	Students of 6th semester and PG students interacted with various organizations in relation to their projects.
Human Resource Management	Its main role is to maximize employee performance with the help of strategic objectives of employer. It concerns with management of people, focussing on policies and system. Various policies were enmarked. Emphasis on refresher and orientation programmes was laid. Sound financial management was also emphasised. Different committees were formed so as to enhance quality of the institution.

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

E-governace area	Details
Finance and Accounts	Financing and accounting go hand in

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

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty development and entrepreneurship programme on applied aspects of Bioscience Conducted by botany department	NIL	05/03/2019	11/03/2019	Nil	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Programme In Disaster Management	1	21/11/2018	29/05/2019	06
Refresher Programme	1	05/09/2018	25/09/2018	21
Refresher Programme	1	06/06/2019	19/06/2019	15

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

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

6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

1- Parents Tutor Meeting 2- Induction Program for newly Admitted Students. 3- Counselling Session.
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6.5.3 – Development programmes for support staff (at least three)

1- Computer Training. 2- Training Program On Office Procedures. 3- Workshop.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

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

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	workshop on microwave synthesis	26/12/2018	26/12/2018	26/12/2018	50
2018	Lecture Series for	27/12/2018	27/12/2018	31/12/2018	35

PG students

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Food Craft and Bakery Items Training Programmes	04/09/2018	23/09/2018	15	0

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

Percentage of power requirement of the University met by the renewable energy sources

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	27/07/2018	1	Guruve Namah	Personality Development	108
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for the College staff Students	Nil	The Principal monitored and held the quality of effective leadership, by proper guidance, directions and coordination. Directives issued by higher education were observed

hence implemented. Encouragement towards professional development and employability was done. During the session work assigned to teaching and non teaching staff was executed on time. Code of conduct for students- Students are expected to follow rules and regulations implemented for them. Our students mostly abided the 75 mandatory attendance rule, carried cards and maintain discipline and cleanliness. Any type of malpractice, anti social activities and zero percent tolerance against ragging it was strictly observed in the premises and around. The college premises and classrooms were under CCTV surveillance.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lecture on Moral Values and Education	18/09/2018	Nil	22
Competition On Desh Bhakti or Rastra Nirman	27/09/2018	Nil	19
Competitions on 150th Birth Anniversary of Mahatma Gandhi	16/10/2018	Nil	32
International Women Day	08/03/2019	Nil	45
Teachers Day	05/09/2018	Nil	70
Republic Day	26/01/2019	Nil	38
Independence Day	15/08/2018	Nil	35
Prajatantra ka Aadhar-Matdan	15/10/2018	Nil	47

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 2018-19 (1) Title of the Practice- "Roti Bank" Context- The activity was chosen keeping in view welfare service. Objective- While selecting the activity its following objectives were kept in mind: • To provide basic service to the needy. • To provide social support. • To support vulnerable individuals and oppressed groups. • To fulfill human need. • To relieve people off sufferings. • To improve wellbeing of individuals/communities. • To provide moral assistance. The Practice- "Roti Bank" in the college was established on 30-08-2018 under the able leadership of the then Principal Dr. Vibha Shukla. The main purpose of the bank was to provide "roties" to the patients/attendants of patients admitted in various hospitals of Bhopal. It was on the behest of a student (social worker) who was associated with various social groups that this activity was initiated. As per the statement of the student, attendants who came from far-flung areas do not get sufficient "roties" in the hospitals. The students, staffs and office bearers were requested to deposit atleast 1 roti per day voluntarily. The roties collected were then put in a proper container kept at the entrance of the college. In the initial phase atleast 500 to 600 roties per day were collected, which increased significantly. The collection process continued from 8.30 to 3.00PM. The "roties" collected were then distributed to various hospitals of Bhopal, such as Hamidia, Jayprakash, AIIMS and others. Impact of Practice- All those who brought "roties" felt elevated through this social service.

Best Practice 2018-19 (2) Title of the Practice- "Yoga" Context- Best practice is a practice which adds value to the quality of education. The quality of education can only be best when both teachers and students have healthy mind in healthy body. Yoga practice was selected as an activity because it helps in promoting a balanced development. It is in this context that the activity was selected. Objective- • The main objective of the yoga practice is to coordinate mind, body and soul. • Helps one to focus and concentrate. • There is physical, mental and emotional development. • It recharges body with cosmic energy and helps in attaining perfect equilibrium and harmony. • It brings confidence. • Promotes self healing and removes negative blocks from the mind and toxins from the body. • It increases flexibility, muscle strength and body tone. • It enhances power and helps to live with greater awareness. • It reduces stress. • It is for better relationships. • It improves immunity. The Practice- Looking into the tremendous positive impact of practicing yoga, the activity was selected. A regular training program under the leadership of Vivekananda Kendra, Kanyakumari (Bhopal Branch) was held in the college premises from 01-02-2019 to 16-02-2019. Various representatives from Kendra imparted training to the teachers and students from 11 AM to 02 PM. After various yoga "asans", regular classes were held highlighting the importance of each and every "asans". Regular discussions were held thereafter pertaining to the subject. Obstacles- The main obstacles was that the program somehow disturbed the classes. Further, the student participation was not up to the mark. Impact of Practice- It had tremendous impact on our body and mind. We were refreshed and the positive energy generated by the activity prepared us for future challenges.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gscbhopal.in/cp/imagemanagement.php?action=add>

7.3 – Institutional Distinctiveness

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

1. Our College encourage students for research innovation entrepreneurial

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

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

- Library will be equipped with e-journals and e-books. Further, socio-economically weak students shall be our priority. Financial assistance provided by the World Bank/RUSA shall be properly utilized for campus development. Student support activities such as tracking and campus drive will be conducted. Opening of some vocational courses and add-on courses will be worked out. Establishment of sports complex and installation of solar energy panels will be initiated. Increase in smart classes and restarting of remedial classes will also be initiated. Automation of library shall also be initiated. The college has been selected for conducting distance education program (Bhoj University, Bhopal) for which sincere efforts will be made to run it successfully and efficiently.