



Shri Gujarati Samaj, Indore
P.M.B. GUJARATI SCIENCE COLLEGE
INDORE

Accredited Grade "A" by NAAC

01, Nasia Road
INDORE (MP) - 452001

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THE ANNUAL QUALITY ASSURANCE
REPORT (AQAR) OF THE IQAC

AQAR
2017 - 2018

AQAR: 2017 - 2018

PART - A

DATA OF THE INSTITUTION

1. Name Of The Institution

P.M.B GUJARATI SCIENCE COLLEGE, INDORE

- **Name of the Head f the institution :** Dr Kiran Dixit
- **Designation:** Asst.Prof. (Selection Grade), Chemistry
- **Does the institution function from own campus:** Yes
- **Phone no./Alternate phone number:** 0731-2700040, 0731-2703207
- **Mobile number:** 7999896676
- **Registered e-mail:** pmbgscience@gmail.com
- **Alternate e-mail :** kirandixit1109@gmail.com
- **Address :** 1, Nasia Road
- **City/Town :** Indore
- **State/UT :** Madhya Pradesh

2. Institutional Status

- **Affiliated / Constituent:** Affiliated
- **Type of Institution: Co-education/Men/Women:** Co-education
- **Location : Rural/Semi-urban/Urban:** Urban
- **Financial Status:** Grants-in aid , UGC 2f and 12 (B), some courses are self financed
- **Name of the Affiliating University:** Devi Ahilya Vishwavidyalaya (DAVV), Indore
- **Name of the IQAC Co-ordinator :** Dr K. Venkataraman
- **Phone number:** -
- **Alternate phone number:** -
- **Mobile:** 9425074974
- **IQAC e-mail address:** pmbgscience@gmail.com
- **Alternate Email address:** pkvram@gmail.com

3. Website address

- **Web-link of the AQAR: (Previous Academic Year)**

<https://pmbgsc.in/aqar/> AQAR 2016-17

4. Academic Calendar

- **Whether Academic Calendar prepared during the year?** Yes
- **If yes, whether it is uploaded in the Institutional website:** Yes

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|-----------------|-------|-------------------------|-----------------------|-------------------------------|
| 1 st | B+ | Institutional Score: 77 | 2006 | From 17.10.2006 to 16.10.2011 |
| 2 nd | A | 3.05 | 2015 | From 01.05.2015 to 30.04.2020 |
| 3 rd | - | - | - | - |
| 4 th | - | - | - | - |
| 5 th | - | - | - | - |

6. Date of Establishment of IQAC

23.11. 2006

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture

| Item /Title of the quality initiative by IQAC | Date & duration | Number of participants/ beneficiaries |
|--|----------------------------------|---|
| Academic Audit | April 2018 | Teaching staff of college |
| Administrative Audit | August 2017 | Students & staff of college |
| Feedback from students (taken department wise) | October 2017 March-April 2018 | Undergraduate and post graduate students of college |

**8. Provide the list of funds by Central/State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/
World Bank/CPE of UGC, etc.**

| Institution/ Dept/ Faculty | Scheme | Funding agency | Year of award with duration | Amount |
|--|---------------------------|-----------------------|--|---------------|
| Dr J. Sikka Botany Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 2,55,000 |
| Dr. S. Ray Botany Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 4,06,000 |
| Ms. P. Trivedi Botany Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 2,00,000 |
| Dr Nandini Phanse Microbiology Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 3,85,000 |
| Dr Priti Vyas: Biotechnology Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 2,50,000 |
| Ms. Kiran Paliwal Microbiology Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 4,00,000 |
| Ms. Smriti Chouhan Microbiology Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 3,50,000 |
| Dr. Rajesh Dixit Zoology Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 3,00,000 |
| Dr. Chetna Savita Zoology Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 4,30,000 |
| Dr. Rishina Natu Chemistry Dept | Minor Research Project | UGC,CRO Bhopal | 2015-2017 | Rs. 3,45,000 |

9. Whether composition of IQAC as per latest NAAC guidelines

Yes

10. No. of IQAC meetings held during the year

02

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: Yes

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

- Recommended to conduct communication skills development and career guidance programmes
- Recommended environmental awareness campaigns
- Recommended enrichment activities for students
- Organized induction programme and guest lectures for students

** Note: Please refer 6.5.6 under Criterion VI of Part B of AQAR - 2017-2018 for details.*

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| Communication skills development programme | ‘Finesse’, the communication skills development programme was organised by English department from 09 September 2017 to 27 October 2017 |
| Career guidance seminar | Regional Seminar on career guidance-‘Lakhya: Career Pathways to Success’ was organised by career guidance cell on 16.2.18 |
| Environmental awareness campaigns by Mission Green Committee of the college | Plantation drive : English department with NSS Unit organised on 14/08/2017 Appointment of Environment Ambassadors and badges given during NSS Day Programme on 23/09/2017 Cleanliness Drive in college with NSS Unit on 07/10/2017 Planted Pollution Indicator Plants were distributed to all departments of college in November 2017 A slogan competition on “Green India- Clean India” was organised on 23/02/2018 |
| Induction Programme for newly admitted B.Sc. I year students | ‘Aspire’, the induction programme was arranged on 15 /09/17 and 16/09/17 |
| <i>*Note: Besides these, various extension, cultural, and enrichment activities were organised for undergraduate and post graduate students</i> | |

14. Whether the 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:** 2017-18
- **Date of Submission:** 27.2.2018

17. Does the Institution have Management Information System?

No

AQAR: 2017 - 2018

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. | | | | | |
| <p>Since curriculum is the pivotal component of the education system, the institution follows a specific time-table for the effective delivery and transaction of the curriculum as per the guidelines of the university. The curriculum is designed by Central Board of Studies, MP Higher Education, Bhopal, and DAVV, Indore and is implemented by the college.</p> <ul style="list-style-type: none">• Teacher’s diary is maintained for documentation and for the head of the department to be able to take follow up the completion of the syllabi.• Monthly planners of faculty lectures & practicals are displayed on notice board for convenience of students.• The heads of departments take meetings of the faculty members for implementation of the time table, to discuss innovative teaching methods, and to evaluate teaching outcomes.• According to the plan of MP Higher Education department, CCE modules are prepared for the students and are displayed on notice board.• Attendance register of (both practical and theory) students are maintained.• Records of practicals performed are maintained . Protocols of practicals are provided to students. | | | | | |
| 1.1.2 Certificate/ Diploma Courses introduced during the Academic year | | | | | |
| Name of the Certificate Course | Name of Diploma Courses | Date of introduction and duration | Focus on employability/ entrepreneurship | Skill development | |
| - | - | - | - | - | |
| 1.2 Academic Flexibility | | | | | |
| 1.2.1 New programmes/courses introduced during the Academic year | | | | | |
| Programme with Code | | Date of Introduction | Course with Code | Date of Introduction | |
| - | | - | - | - | |
| 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 | UG | PG | Date of implementation of CBCS / Elective Course System | UG | PG |
| - | - | - | - | | - |
| *Higher Education Department, Government of Madhya Pradesh and the University, DAVV, has not adopted CBCS schemes for affiliated colleges. | | | | | |

| 1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year | | | | |
|--|---|-----------------------------|-----------|------------|
| | Certificate | Diploma Courses | | |
| - | - | - | | |
| 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 | | |
| ‘Finesse’,the communication skills development programme for the registered UG & PG students from 9 September 2017 to 27 October 2017 | August 2014 | 25 | | |
| 1.3.2 Field Projects / Internships under taken during the year | | | | |
| Project/Programme Title | No. of students enrolled for Field Projects / Internships | | | |
| - | - | | | |
| <i>*Note: It is mandatory for UG and PG final year students to undergo a 60 hour internship /project which is a part of their curriculum</i> | | | | |
| 1.4 Feedback System | | | | |
| 1.4.1 Whether structured feedback received from all the stakeholders | | | | |
| 1) Students | 2) Teachers | 3) Employers | 4) Alumni | 5) Parents |
| Yes | No | No | Yes* | Yes** |
| <i>* Informal feedback is given by alumni during their visit and annual meet</i> <i>** Informal feedback from parents of PG students during parent teacher meeting</i> | | | | |
| 1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words) | | | | |
| <ul style="list-style-type: none">Feedback forms of individual faculty members are filled by students and suggestions of students are taken and conveyed accordingly. The feedback is assessed and overall summary of feedback forms of faculty members is also prepared.Feedback of expert lectures and various activities held in departments is also taken from participants. The feedback is analysed to assess the implications of the activity/event organized.Parent-Teacher meetings are arranged to interact with parents. Parents and/or local guardians of post graduate students are also invited during the M.Sc. Induction programme organised at the beginning of each year. The suggestions and queries of the parents are analysed and corrective action is taken. It is then implemented and executed for the betterment of the student, department and institution.Alumni of the department, placed in industries, are invited as experts to guide students regarding the work culture and industry requirement. Suggestions given by them are implemented in grooming students accordingly. | | | | |

CRITERION II

TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

| Name of the Programme | Number of seats available | Number of applications received | Students Enrolled |
|-----------------------|---------------------------|---------------------------------|-------------------|
| B.Sc. Biology | 200 | 198 | 195 |
| BSc. Biotechnology | 180 | 135 | 132 |
| B.Sc. Microbiology | 180 | 159 | 153 |
| B.Sc. Maths | 200 | 200 | 200 |
| B.Sc. Comp.Sc | 300 | 300 | 300 |
| B.Sc. Electronics | 120 | 78 | 78 |
| B.Sc. Info.Tech. | 60 | 19 | 19 |
| BCA | 60 | 41 | 41 |
| M.Sc. Botany | 30 | 9 | 9 |
| M.Sc. Chemistry | 40 | 27 | 27 |
| M.Sc. Zoology | 30 | 30 | 30 |
| M.Sc. Microbiology | 20 | 20 | 20 |
| M.Sc. Physics | 10 | 10 | 10 |
| M.Sc. Maths | 40 | 36 | 36 |

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 full time teachers available in the institution teaching only UG courses | Number of full time teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---------|---|---|--|--|--|
| 2017-18 | 2421 | 216 | 22 | 54 | 54 |

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 (<i>LMS, e-Resources</i>) | ICT tools and resources available | Number of ICT enabled classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|--|---|----------------------------------|----------------------------|---|
| 73 | 73 (All faculty members are computer savvy and use ICT tools. Post graduate students are mostly taught using ICT) | Departments are equipped with computers with internet facilities, LCD projectors, audio-video, projection microscopes | 9 | 2 | E-books, powerpoint presentations, Slide share through internet, online videos, Videos related to language acquisition, TED Talks, Smart Class CDs, short films, feature films, songs |

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

- In addition to regular class-room teaching faculty members are assigned to mentor the students.
- The mentoring system is adapted for value additions to students like bridging the gap between teachers and students.
- Class teachers are appointed for each sections who cater to student problems.
- For job oriented projects, which are a part of curriculum of final year students, mentors are appointed to guide students.
- Progress Report Card of students is maintained in Computer Science department. One teacher is deputed on approximately every 40 students to guide and solve their queries.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor: Mentee Ratio |
|--|-----------------------------|----------------------|
| 2637 | 76 | 1:34.7 |

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 current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--------------------------------------|--------------------------|
| 76 | 76 | Nil | 8 | 36 |

| 2.4.2 Honours and recognitions received by teachers | | | |
|---|---|--------------------------------|--|
| 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 |
| 2017-18 | Dr Jyoti Singh (State level award) | Head, Hindi dept | J.K. Sahitya Sarthi Samman, 2017 for her special contribution in Hindi Rashtra Bhasha Samman, Rashtrabhasha Prachar Samiti and JMD Publication. |
| 2017-18 | Dr Deepa Vanjani (State level award) | Head, English dept | Senior Journalist Award, State Women's Press Club |
| 2017-18 | Dr. Chrulata Shah (State level-MPCOST) | Asst. Prof. Botany | Young Scientist Fellowship (Six months fellowship) |
| 2017-18 | Dr Manjeet Arora | Asst. Prof. Botany | Govt. MGM PG College, Itarsi |
| 2017-18 | Microbiology Department (National level award) | NA | Best department award from Microbiologists Society, India, for activities organized in 2016-17 session. |
| 2017-18 | Fg. Offr. Manish Joshi | ANO, Asst Prof, Electronics | Best NCC Air Wing Officer award received from NCC group Headquarters (MP-CG), Bhopal |
| 2017-18 | Mrs. Rinku Jain | Asst Prof, Maths | Brijendra Singh Smriti Medhavi Vidhyarti Puraskar |

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 exam |
|---------------------|----------------|----------------|--|--|
| B.Sc. Biology | B.Sc. | Semester VI | 19.5.18 | August 2018 |
| B.Sc. Biotechnology | B.Sc. | Semester VI | 24.5.18 | August 2018 |
| B.Sc. Microbiology | B.Sc. | Semester VI | 23.5.18 | August 2018 |
| B.Sc. Maths | B.Sc. | Semester VI | 24.5.18 | August 2018 |
| B.Sc. Computer Sc | B.Sc. | Semester VI | 19.5.18 | August 2018 |
| B.Sc. Electronics | B.Sc. | Semester VI | 08.6.18 | August 2018 |
| B.Sc. Info. Tech | B.Sc. | Semester VI | 26.5.18 | August 2018 |
| BCA | BCA | Semester VI | - | - |
| M.Sc. Botany | M.Sc. | Semester IV | 06.8.18 | October 2018 |
| M.Sc. Chemistry | M.Sc. | Semester IV | 06.8.18 | October 2018 |
| M.Sc. Zoology | M.Sc. | Semester IV | 01.8.18 | October 2018 |
| M.Sc. Microbiology | M.Sc. | Semester IV | 01.8.18 | October 2018 |
| M.Sc. Physics | M.Sc. | Semester IV | 08.8.18 | October 2018 |
| M.Sc. Maths | M.Sc. | Semester IV | 08.8.18 | October 2018 |

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

- In every semester 15% weightage is given to internal assessment by means of CCE (Continuous Comprehensive Evaluation).
- For Continuous Internal Evaluation (CIE) students are assessed by their CCE presentations, tests, assignments, seminars, etc.
- The teachers incharge allocate topic of CCE modules to students with particular time duration.
- The overall academic performance of students is continuously monitored by conducting unit tests, group discussion, and mock practical examinations (pre university test) during the semester.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters

- The MP Higher Education Department publishes the academic calendar at the beginning of each academic session
- The Academic calendar includes schedule of curricular transaction, schedule of internal assessments, schedule of theory and practical examinations.
- The institution prepares academic calendar, as per the guidelines laid down by the university.
- Time table of regular lectures and practicals for the semester is prepared as well as displayed on the notice board. Based on the general time table of the college, departmental time tables are prepared.
- Theory examination time table is circulated by university. Accordingly, the college schedules its practical examination and a centralized time table for practical exams is prepared by the exam cell of the college. All departments arrange the practical exam of their subject accordingly.

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)

<https://pmbgsc.in/wp-content/uploads/2021/02/Academic-programmes-1.pdf>

2.6.2 Pass percentage of students

| Programme Code | Programme name | Number of students appeared in the final semester/ year examination | Number of students passed in final semester/year exam & percentage |
|----------------|---------------------|---|---|
| B.Sc. | B.Sc. Biology | 61 | 60 (+ 1 ATKT, Results of 39 students withheld due to previous semester ATKT) |
| B.Sc. | B.Sc. Biotechnology | 31 | 30 (+ 1 ATKT, Results of 21 students withheld due to ATKT in previous semesters) |
| B.Sc. | B.Sc. Microbiology | 46 | 46 (Results of 32 students withheld due to ATKT in previous semesters) |
| B.Sc. | B.Sc. Maths | 99 | 94 (+ 5 ATKT, Results of 69 students withheld due to ATKT in previous semesters) |
| B.Sc. | B.Sc. Comp.Sc | 138 | 129 (+ 8 ATKT, 91 results withheld due to ATKT in previous semesters) |
| B.Sc. | B.Sc. Electronics | 48 | 41 (+ 6 ATKT, Results of 31 students withheld due to ATKT in previous semesters) |
| B.Sc. | B.Sc. Info.Tech. | 31 | 30 (+1 ATKT, 22 results withheld due to ATKT in previous semesters) |
| BCA | BCA | 21 | 19 |
| M.Sc. | M.Sc. Botany | 7 | 7 (2 results withheld-previous sem ATKT) |
| M.Sc. | M.Sc. Chemistry | 30 | 29 (+ 1 ATKT, 12 results withheld due to ATKT in previous semesters) |
| M.Sc. | M.Sc. Zoology | 21 | 21 (1 result withheld due to ATKT in previous semesters) |
| M.Sc. | M.Sc. Microbiology | 10 | 10 (6 results withheld due to ATKT in previous semesters) |
| M.Sc. | M.Sc. Physics | 10 | 10 (3 results WH: ATKT in previous sem) |
| M.Sc. | M.Sc. Maths | 11 | 10 (+ 1 ATKT, 7 results withheld due to ATKT in previous semesters) |

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)

- Students feed back is taken for all academic activities.
- Every department performs SSS at departmental level during which feedback of faculty performance is taken.
- Feedback forms of faculty are filled by the students and then surveyed for their satisfaction. Student's suggestions are also taken and implemented.
- Computerization of faculty feedback system : The department of CS & IT assists various departments to take faculty feedback and analyses the results.

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 Academic year |
|---|-----------|----------------------------|------------------------|--|
| Major projects | - | - | - | - |
| Minor Projects | | | | |
| Dr Nandini Phanse | 2015-2017 | UGC,CRO Bhopal | Rs. 3,85,000 | Rs. 26686 |
| Prof. P. Trivedi | 2015-2017 | UGC,CRO Bhopal | Rs. 2,00,000 | Rs. 9395 |
| Dr. Chetna Savita | 2015-2017 | UGC,CRO Bhopal | Rs.4,30,000 | Rs. 18500 |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored Projects | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students Research Projects (other than compulsory by college) | - | - | - | - |
| International Projects | - | - | - | - |
| Any other (Specify) | Nil | | | |

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 Department | Date(s) |
|-----------------------------|------------------------|----------|
| Lawrence & Mayo Eye checkup | Physics | 8.1.2.17 |

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

| Title of innovation | Name of the Awardee | Awarding Agency | Date of Award | Category |
|---------------------|---------------------|-----------------|---------------|----------|
| - | - | - | - | - |

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

| Incubation Centre | Name | Sponsored by |
|----------------------|--------------------|----------------------|
| - | - | - |
| Name of the Start-up | Nature of Start-up | Date of commencement |
| - | - | - |

| 3.3 Research Publications and Awards | | | |
|---|--------------|-----------------------|-------------------------------|
| 3.3.1 Incentive to the teachers who receive recognition/awards | | | |
| State | National | | International |
| - | - | | - |
| 3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center) | | | |
| Name of the Department | | No. of Ph.D's Awarded | |
| Botany | | 1 | |
| Zoology | | 1 | |
| Physics | | 1 | |
| Chemistry | | 1 | |
| Hindi | | 1 | |
| 3.3.3 Research Publications in the Journals notified on UGC website during the year | | | |
| Publications | Department | No. of Publication | Average Impact Factor, if any |
| National Publications | Botany | 12 | - |
| | English | 1 | - |
| | Hindi | 1 | - |
| | Chemistry | 7 | 4.7 |
| | Maths | 2 | - |
| International Publications | Botany | 4 | 6.39, 5.12 |
| | Physics | 6 | - |
| | Microbiology | 3 | - |
| | English | 1 | - |
| | Chemistry | 3 | 6.1, 5.6, 6.61 |
| | Zoology | 2 | - |
| | Hindi | 2 | - |
| | Maths | 1 | - |
| 3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year | | | |
| Department | | No. of publications | |
| Botany | | 5 | |
| Chemistry | | 1 | |
| English | | 2 | |
| Microbiology | | 2 | |

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

| Title of paper | Name of the author | Title of the journal | Year of publication | Citation Index | Institutional affiliation as mentioned in publication | Number of citations excluding self citations |
|----------------|--------------------|----------------------|---------------------|----------------|---|--|
| - | - | - | - | - | - | - |

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 | Yr. of publication | h index | Number of citations excluding self citations | Institutional affiliation as mentioned in publication |
|--------------------|----------------|------------------|--------------------|---------|--|---|
| - | - | - | - | - | - | - |

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

| | International level | National level | State level | Local level |
|------------------------------|---------------------|----------------|-------------|-------------|
| Attended Seminars/ Workshops | 13 | 2 | 1 | 1 |
| Presented papers | 4 | 7 | - | - |
| Resource Persons | 4 | 2 | 1 | 2 |

| 3.4 Extension Activities | | | |
|--|--|---|--|
| 3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and NGO 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 co-ordinated such activities | Number of students participated in such activities |
| Blood donation camp | NCC-Infantry unit of college and HDFC Bank | 1 (ANO) | 12 |
| Bicycle rally to promote Road-Safety | NCC-Infantry unit of college | 1 (ANO) | 6 |
| Cleanliness drive: Swach Bharat Abhiyan | NCC- Airwing unit of college | 1 (ANO) | 65 |
| World Environment Day | NCC- Airwing unit of college | 1 (ANO) | 16 |
| Kargil Diwas Run | NCC- Airwing unit of college | 1 (ANO) | 22 |
| Traffic Awareness Programme | NCC- Airwing unit of college | 1 (ANO) | 19 |
| Anti Tobacco Day Programme | NCC- Airwing unit of college | 1 (ANO) | 25 |
| Drug Abuse & Illicit Trafficking Day | NCC- Airwing unit of college | 1 (ANO) | 12 |
| My Earth My Duty | NCC- Airwing unit of college | 1 (ANO) | 17 |
| Tree Plantation: | NCC- Airwing unit of college | 1 (ANO) | 42 |
| Vijay Diwas | NCC- Airwing unit of college | 1 (ANO) | 42 |
| Blood Donation camp | NCC- Airwing unit of college | 1 (ANO) | 7 |
| Awareness Run For Diabetes | NCC- Airwing unit of college | 1 (ANO) | 19 |
| World AIDS Day | NCC- Airwing unit of college | 1 (ANO) | 13 |
| Indradhanush Programme | NCC- Airwing unit of college | 1 (ANO) | 29 |
| World Yoga Day | NCC and NSS units of college | 5 | 27 Cadets of NCC & NSS volunteers |
| Induction of NSS unit students and oath ceremony | NSS unit of college & NSS State Coordinator, Dr Sachin Sharma | 2 | 195 |
| Tree plantation at college campus (14-8-2017) | NSS Unit PMB Gujarati Science College and NSS state coordinator Dr Sachin Sharma, as chief guest | 10 | 198 |
| Hindi Diwas (14-9-2017) | NSS Unit PMB Gujrati Science College and kavi Rakesh Dangi as chief guest | 7 | 128 |
| <i>cont....</i> | | | |

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and NGO 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 co-ordinated such activities | Number of students participated in such activities |
|--|---|---|--|
| Cleaning of college campus on NSS day | NSS unit of college & NSS State Coordinator, Dr Sachin Sharma | 10 | 129 |
| Mission Clean India: Cleaning of college campus & cleanliness oath | NSS Unit PMB Gujrati Science College in collaboration with Nagar Nigam, Indore | 16 | 163 |
| Rally on World AIDS Day Awareness | NSS Unit PMB Gujrati Science College and Red Ribbon Club | 6 | 102 |
| AIDS Motivation Program-Felicitation of NSS students | NSS Unit PMB Gujrati Science College and by university NSS coordinator Dr Prakas Gadwal | 2 | 67 |
| National Youth Day (12-01-2018) | NSS Unit of college organised surya namaskar programme | 7 | 33 students, 67 staff |

NCC & NSS Exams

NCC 'B' certificate Exam: 25 cadets appeared for the B-certificate written exam held on February 18, 2018.

NCC 'C' certificate Exam: 12 cadets appeared in C-certificate exam held on February 27, 2018.

NSS 'B' certificate Exam: 30 students appeared in B certificate exam held on 7.4.18 and 27 students cleared for B certificate

Participation: NCC Infantry:

- 5 cadets attended Thal Sainik Camps (Launching: 3 cadets/ Selection: 2 cadets) in July & August 2017
- 7 cadets participated in Tent pitching competition organized by 9 MP Bn, NCC, Indore, October 2017
- 1 cadet attended Mountaineering camp, Uttarkashi, Uttarakhand held in October 2017.
- 21 cadets attended Republic Day Camps (Launching I: 6 cadets / Launching II: 5 cadets / Selection I: 3 cadets/ Selection II: 3 cadets/ DECAT- I: 1 cadet/ DECAT- II: 1 cadet/ DECAT- III: 1 cadet (Pre-RD)/ Republic Day Camp) Delhi, held in October, November, December, January 2017
- 6 cadets attended Bicycle rally organized by 9 MP Bn, NCC, Indore held in October 2017
- 13 cadets attended Combined Annual Training Camp, Indore held in May 2018.
- 4 cadets attended Thal Sainik Camp (Launching: 2 cadets/ Selection: 2 cadets) held in June 2018.

Participation: NCC Air Wing:

A total of 25 NCC Airwing cadets participated in university level activities, while 18 cadets participated in national level activities. Participation of cadets of the college in various camps:

- 25 cadets attended Combined Annual Training Camp
- 18 cadets (National Level)
- 02 cadets attended All India Republic Day Parade (RDC), at New Delhi
- 06 cadets attended All India Vayu Sainik Camp, Jodhpur
- 04 cadets attended Air Force Attachment Camp, Gwalior
- 02 cadets attended National Integration camp, Tezpur
- 04 cadets attended Sardar Patel Narmada Trekking Camp, Vadodara

Participation: NSS

- NSS Program Officer Dr Vimal Sharma and fifty cadets attended Unit Level 7 Day Residential Camp from 27-02-2018 to 05-03-2018 at Simrol village in district Mhow
- Sixteen NSS cadet attended Anubhuti camp organised by State government at village Anand nagar from 15-03-2018 to 18-03-2018
- NSS cadet Neelam Yadav attended State Level Camp at Government PG College Badwani from 23-08-2018 to 29-03-2018.

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 |
|----------------------|---|--|
| NCC Airwing | Fg. Offr. Manish Joshi, Best NCC Air wing Officer | NCC group Headquarters (MP-CG), Bhopal |

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 coordinated in such activities | Number of students participated in such activities |
|--|---|---|---|--|
| Swachata Abhiyan : Mission Clean India (24-9-17) | NSS Unit PMB Gujrati Science College and Nagar Nigam Indore | Cleaning Of college campus and removal of Gajar Grass | 4 | 129 |
| Word AIDS Day (1-12-2017) | NSS Unit PMB Gujrati Science College and Red Ribbon Club | Nukkad Natak, Quiz, slogan competition and rally | 5 | 66 |

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 |
|--------------------|-------------|-----------------------------|----------|
| - | - | - | - |

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-To) | Participants |
|----------------------|------------------------------|--|---|--------------|
| Interenship (Botany) | Food preservation | Vegetable and fruits preservation training center Residency Kothi Area, Indore Ph. 0731- 2701460 | 15 days (60 hours) as per MP Higher Education norms | 11 |
| | Plant tissue culture | Forest Research & Extension Circle, Indore. | | 14 |
| | Nursery Techniques | Govt. Nursery Residency Area, Indore | | 12 |
| | Seed technology | | | 1 |
| Internship (Zoology) | Modern techniques of rearing | Government sericulture institute | One month | 5 |

** Note: There is no such formal collaboration with industry, however sound industry interactions are there, to facilitate projects, educational visits and placements for students.*

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 and Activities | Number of students/teachers participated under MoUs |
|---|--------------------|--|---|
| Trinaabh Infotech (CS/ IT dept) | 28-3-2018 | On-the-job training (OJT) | Students from BSc final year |
| Trinaabh Infotech (Electronics/BCA dept) | 27-3-2018 | IT job opportunities | 30 students, 02 teachers |
| M.P. Pollution Control Board Indore (Botany) | 2014-2017 | Internship & Project work | - |
| Allwin Industries , Indore (Botany) | 2011- till date | Internship & Project work | - |
| Oriental Chemical Works, Indore (Botany) | 2011- till date | Internship & Project work | - |
| PG Tech Research Institute, Indore (Microbiology) | 2014- till date | Training programmes/ Project work | - |
| AIILSG (Microbiology) | 2015 till date | Training programmes | - |
| Parkhya Solutions (CS dept) | 16.01.2014 | Learning recent advances in computer science | - |
| MYAMA Technologies (CS dept) | 12.12.2014 | Training programmes | - |

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 |
|--|--|
| Rs. 1825000 | Rs. 1055100 |

4.1.2 Details of augmentation in infrastructure facilities during the year

| Facilities | Existing | Newly added |
|---|---|---|
| Campus area | Built up area of Central Building: 28,791 sq feet Built up Area of Sardar Patel Building: 17,169 sq. feet Total campus: 45960 sq ft | Nil |
| Class rooms | 20 | Nil |
| Laboratories | 24 | Nil |
| Seminar Halls | 1 | Nil |
| Classrooms with LCD facilities | All departments are equipped with LCDs which are used in classrooms as per requirement | Nil |
| Classrooms with Wi-Fi/ LAN | 3 | Nil |
| Seminar halls with ICT facilities | 1 | Nil |
| Video Centre | Nil | Nil |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | Nil | 21 (01:Shaking Incubator 20: Computers) |
| Value of the above equipment purchased during the year (Rs. in Lakhs) | Nil | Rs. 2,06,458.56 (Incubator) Rs. 5,15.500 (Computers) |
| Others | Nil | Nil |

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 | Nil |

| 4.2.1 Library Services: | | | | | | | | | |
|---|---|----------------------|---------------------------------------|------------------|--|-------------------------------|------|------------------------------|--------|
| Books | Existing | | Newly added | | Total | | | | |
| | No. | Value | No. | Value | No. | Value | | | |
| Text Books | 29,993 | Approx. Rs. 50 lakhs | 573 | Rs. 199011 | 30,566 | Rs.5199011 | | | |
| Reference Books | 15,242 | Approx. Rs. 1 crore | Nil | Nil | 15242 | Approx. Rs. 1 crore | | | |
| e-Books | 102 | - | 20 | Nil | 122 | Nil | | | |
| Journals | 383 | Rs.77360 | 8 | Rs. 24850 | 391 | Rs.102210 | | | |
| e-Journals | Nil | - | Nil | Nil | Nil | Nil | | | |
| Digital Database | Nil | Nil | Nil | Nil | Nil | Nil | | | |
| CD & Video | 179 | - | Nil | Nil | 179 | Nil | | | |
| Library automation | Nil | - | Nil | Nil | Nil | Nil | | | |
| Weeding (Hard & Soft) | Nil | - | Nil | Nil | Nil | Nil | | | |
| | Most departments maintain their library from books transferred from the central library. Books purchased from research projects are deposited in departmental library | | | | | | | | |
| 4.3 IT Infrastructure | | | | | | | | | |
| 4.3.1 Technology Upgradation (overall) | | | | | | | | | |
| | Total Comput-ers | Computer Labs | Internet | Browsing centres | Computer Centres | Office | Dept | Available band width (MGBPS) | Others |
| Exisiting | 170 | 5 | All depts & offices | 4 | Nil | 12 | 158 | 100 Mpbs | - |
| Added | - | - | - | - | Nil | - | - | - | - |
| Total | 170 | 5 | All depts & offices | 4 | Nil | 12 | 158 | 100 Mpbs | - |
| 4.3.2 Bandwidth available of internet connection in the Institution (Leased line) | | | | | | | | | |
| 100 MBPS | | | | | | | | | |
| 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 | | | | |
| - | | | | | - | | | | |
| 4.3.4 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 | | | |
| - | - | | - | | | - | | | |

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 |
|--|--|--|--|
| Rs. 3630000 | Rs. 2540704 | Rs. 4193000 | Rs. 2804526 |

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

- The college management, Shri Gujarati Samaj, Indore, allots a budget to each department of the college for maintaining and utilizing physical, academic and support facilities for laboratory, library, sports complex, computers, classrooms etc.
- There are no constraints on budget allotment and the college management sanctions budget to all departments as per the demand of the Head of departments.
- The Head of each department manages the purchase and maintenance of department after seeking a written consent from the Hon. General Secretary of the management through the Chairman of Governing Body and the Principal.
- HoD can draw an imprest amount of Rs.10000 in multiples for petty departmental expenses
- Purchase of departmental requirements is initiated by inviting quotations from minimum three parties. The purchase process is under the purview of members of the purchase committee of the management, the Chairman of Governing Body and the Principal.
- For maintenance of computers in college, hardware engineers are employed by management of the college. Various appliances like AC, water filters etc are also under maintenance by Shri Gujarati Samaj. The college website is developed and regularly maintained by faculty of computer department since 2006.
- The departments have established system and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, computers, classrooms , etc. In the beginning of academic session the head of the department and senior faculties distributes work amongst administrative staff for the maintenance of physical infrastructure. The electronic equipments and the availability of stock (chemicals, glassware and non-glassware) are monitored by the lab technician. The records of the equipments, chemicals, glassware and non-glassware are maintained in stock registers.
- Cleanliness and daily maintenance of the interior facility is done by the lab attendants of the department under the supervision of the lab assistant.
- There is an in-house team of carpenters, plumbers, electricians, mason, computer hardware engineer for timely repair and maintenance of the infrastructure in the college premises

CRITERION V
STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

| | Name of scheme | No. of students | Amount in Rupees |
|--------------------------------------|---|---|------------------|
| Financial support from institution | Freeship for Poor Students | 89 | Rs. 2,00,545 |
| Financial support from other sources | | | |
| a) State | Post Matric Scholarship OBC | 748 | Rs 4865706 |
| | Post Matric Scholarship SC | 179 | Rs 2204590 |
| | Post Matric Scholarship ST | 196 | Rs 2074870 |
| | Gaav Ki Beti Yojna Scholarship | 6 | Rs 30000 |
| | Medhavi Yojna | 34 | Rs 495830 |
| b) National | Rajiv Gandhi National Fellowship (RGNF) | 1 *Suresh Rawal (ST) Botany:2016-2018 | Rs. 2,55,000 |
| c) International | - | - | - |

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 implementation | No. of students enrolled | Agencies involved |
|--|---|--------------------------|---|
| Seminar on “Personality Development” by Dr. Sandeep Atre, Motivational speaker | 1 and 2.9.17 (Physics dept) 29.8.17 (CS/IT dept) | 120 65 | CH Edge Makers, Indore |
| Regional Seminar 'Lakhya: Career Pathways to Success' Career Cell | 16.2.18 | 225 | 1) <i>Niks Academy: Col Diwanji</i> Careers in Armed Forces 2) <i>Batchmakers: Dr Khare</i> Interview skills 3) <i>Pinnacle Institute: P Rathore</i> Career in government sector 4) <i>JetKing: Sunil Dixit</i> Careers in IT sector 5) <i>Shah Laboratories: Dr V Shah</i> Careers in embryology 6) <i>Anhad Pravah: S Jhanwar</i> Career aptitude test |
| Communication Skills Development, Finesse | 9.9.17 | 18 | 1) <i>Aacharyas</i> Mr Ram Pahuja ,Soft Skills Trainer 2) <i>Bull's Eye</i> Mihir Phanse, Corporate Trainer, 3) <i>Speech Craft</i> Ms. Shweta Khandelwal, Director |
| Language lab sessions (3 sessions) | August 2017 | 25 beneficiaries | Dr Deepa Vanjani PMB Gujarati Science College |

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 by Guidance for Competitive examination | No. of benefited students by Career Counselling activities | Number of students who have passed in the competitive exam | Number of students placed |
|---------------|---|--|--|--|---------------------------|
| 2017 – 2018 | Guidance for M.P. P.S.C. exam for Asst. Prof. (Botany dept) | 8 | - | 3 | 3 |
| 20 April 2018 | Seminar on “How to prepare for competitive exams (CSIR/UGC-NET, GATE)” by Mr Akhilesh Singh Shrivastava (Chemistry & PGAD cell) | 24 | - | - | - |

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 | No. of grievances redressed | Average no. of days for grievance redressal |
|---------------------------|-----------------------------|---|
| 1 | 1 | Depends on the nature of the grievance and steps needed to address the same |

5.2 Student Progression

5.2.1 Details of campus placement during the year

| On campus | | | Off Campus | | |
|---|---------------------------------|------------------------|------------------------------|---------------------------------|---------------------------|
| Name of Organization Visited | Number of Students Participated | No. of students Placed | Name of Organization Visited | Number of Students Participated | Number of Students Placed |
| Capgemini, India: open campus drive organised by SVIM | 24 | 02 (short-listed) | - | - | - |

5.2.2 Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of Program admitted to |
|-----------|--|--------------------------|---------------------------|---|-----------------------------|
| 2017-2018 | 10 | B.Sc. (from PMBGSC) | Maths group | PMB Gujarati Science College (PMBGSC) | *M.Sc. |
| | 25 | B.Sc. (from PMBGSC) | Biology group | PMB Gujarati Science College | **M.Sc. |
| | 02 | B.Sc. (from PMBGSC) | Microbiology | IIT, Indore, Mahatma Gandhi Mission Medical College, Mumbai | PhD, M.Sc |

*M.Sc. Maths, Physics, Chemistry

*M.Sc. Botany, Zoology, Chemistry, Microbiology

Around 50 students of college seek admission to various courses in other institutes.

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 | No. of Students selected/ qualifying | Registration number/roll number for the exam |
|-------|--------------------------------------|--|
| NET | - | - |
| SET | - | - |
| SLET | - | - |

| | | |
|---------------------------|---|---|
| GATE | - | - |
| GMAT | - | - |
| CAT | - | - |
| GRE | - | - |
| TOFEL | - | - |
| Civil Services | - | - |
| State Government Services | - | - |
| Any Other | - | - |

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

| Activity | Level | Participants |
|--|---|--------------|
| Sports | College level (Annual sports: 7 games) | 322 |
| Sports -Selection trails for Teachers/ Employee Tournament | College level | 20 |
| Cultural | College Level (Annual Function) | 120 (approx) |

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/ International | Sports | Cultural | Student ID number | Name of the student |
|---------|--------------------------|-------------------------|----------------|----------|-------------------|---------------------|
| 2017-18 | First position | Inter college | Body Building | - | 2453 | Anil Gurjar |
| 2017-18 | First position | MP State | Weight Lifting | - | 7592 | Parag Jain |
| 2017-18 | Second position | Inter college | Weight Lifting | - | 2453 | Anil Gurjar |

Participation (Sports)

- i) Mr.Anil Gurjar (Student ID No. 2453) participated in the All India Inter University Weight Lifting Tournament
- ii) Mr.Anil Gurjar (Student ID No. 2453) participated in the All India Inter University Body building Tournament
- iii) Mr.Parag Jain (Student ID No. 7592) participated in the All India Inter University Weight Lifting Tournament
- iv) Mr.Parag Jain (Student ID No. 7592) participated in the All India Inter University Power Lifting Tournament
- v) Mr.Chandan Yadav (Student ID No. 8645) participated in the West Zone Inter University Volleyball Tournament
- vi) Mr.Kishore Mahedia (Student ID No. 10114) participated in the West Zone Inter University Hockey Tournament
- vii) Mr.Sulabh Sharma (Student ID No. 9278) was a stand bye in the All India Inter University Yoga Tournament

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

After the University declares dates for elections to the student unions, the college constitutes a committee to carry out procedural formalities such as checking the documents of students who put forward their names for various posts, verifying these, announcing the date of the election in the college etc.

Post-elections, an oath taking ceremony is organized in which the principal administers oath of office to the winning post holders.

The student council works actively to address issues related to students. The annual function of the college is taken care of by the council. Council members take initiative in organizing activities during the function, and also are present on stage with dignitaries invited as guests. The president of the college delivers a speech highlighting issues related to students.

5.3 Alumni Engagement**5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (max 500 words):**

The college has an alumni association. However, it is not registered.

5.3.2 No. of-registered enrolled Alumni: -

71 alumni enrolled in the alumni meet of college in 2017-18

5.3.3 Alumni contribution during the year (in Rupees) : -

Nil

5.3.4 Meetings/activities organized by Alumni Association :

- The college invites alumni during the annual function.
- 71 alumni attended in the alumni meet of college in 2017-18

CRITERION VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

The college administration aims at providing quality education to students hailing from economically and socially weak sections. This is the vision of the college and every effort is made to implement it. All government schemes pertaining to scholarship facility are in place in the college. Scholarships are disbursed in time. All activities are aimed at achieving multifarious objectives-academic, skill development, character building, and instilling leadership qualities among students

6.1.1 Mention two practices of decentralization & participative management during the last year

- The institute has a mechanism for providing operational autonomy to various departments to work towards decentralized governance system. Strategies and policies framed by the principal are implemented through heads of different departments.
- Committees are constituted by the principal for smooth functioning of curricular, co-curricular and extra- curricular activities. These include: admission committee, Research committee, Cultural and sports committee, Career guidance cell, Woman grievances redressal cell, Anti-ragging committee etc. Faculty members are given representation in various committees/cells and allowed to conduct various programmes. The conveners and members of these committees perform the tasks allotted to them. Dr R.C. Sanghvi, is appointed as an Administrative officer by the college management. Dr Pravin Kekre, is assigned the responsibility to resolve student problems and matters regarding student welfare.
- Departments too, have decentralized their system and depute faculty as mentors for each class. The class in-charge handles various tasks like allotting CCE, online entry of internal marks, addressing academic problems of students, conducting pre-university exams, and to meet parents of weak students for resolving their issues. The heads of departments, form departmental committees at the beginning of each academic session for allocation of all curricular and co-curricular activities to the departmental staff. This micro-level management is helpful for smooth functioning of departments
- Besides, teaching departments, the Examination Cell, NCC & NSS units, Library, Sports department, Administrative Office and Accounts Office also perform their tasks.

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

No

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following:

Curriculum Development

- The faculty is actively involved in discussion and debates related to curriculum development, and extends the help to University and Board of Studies of other colleges in improvement of curriculum .
- Dr J Sikka and Dr Deepa Vanjani are members of Board of Studies, of Botany & English respectively, Kasturbagram Kanya Mahavidyalaya,Indore.
- Dr Deepa Vanjani is an Academic Counsellor IGNOU (2017-18)
- Dr GD Sharma is a member of Board of Studies ,Zoology, Holkar Science College,Indore and DAVV, Indore
- Dr Nandini Phanse and Dr Mahima Golani are members of Board of Studies ,Microbiology, DAVV.

Teaching and Learning

The college provides a learning environment with an aim to empower students and develop their personality. Quality improvement strategies include-

- Need based attention using special techniques like GD, debate competitions, industrial visits
- Performance evaluation through tests, assignments etc.
- Activities beyond classroom boundaries are conducted by various platforms for overall development of students like group discussions, debates, personality development sessions, quiz, real life examples etc.
- To hone communication skills, classes are conducted by the Language department which cover listening, speaking, reading, and writing skills. There are two days of the week devoted to these classes, each class being of one and half hour duration. Classroom presentations are encouraged.
- Use of LCD projector for Power Point presentations during classroom teaching & guidance sessions
- Teachers regularly use library facilities and Internet to improve and update their subject knowledge.
- Many faculty members are members of other libraries such as the university central library.
- E-books, journals, magazines are also used by staff members.
- Departmental library books are also a valuable resource.
- Most faculty members attend and present papers in seminars, conferences, workshops at local, national and international levels. They are also invited as resource persons in other institutions. All this helps in knowledge upgradation and sharing.
- Duty leave is given to staff presenting papers in seminars etc. half of the registration expense is borne by the management.
- Staff is actively involved in paper publications.
- Many staff members are research guides.
- Some staff members are pursuing their doctoral research. Some have cleared NET/SLET exams.

Examination and Evaluation

- Students are encouraged to prepare best assignments for CCE. Periodic tests are also arranged to evaluate them.
- Pre-university exams and viva are conducted by departments. Syllabi of all subjects are revised by respective teachers. CCEs are checked and their marks are submitted online. The internal marks have a weightage in the overall performance evaluation of the students.
- Detailed analysis of the results of the college is done by the exam cell. The report is given to the principal and the faculty members. The names of the rank holders are published in the college magazine. This provides information to the stake-holders.
- Faculty members are examiners in exams conducted by DAVV and also other universities.
- Faculty members, Dr Vimal Sharma, Dr Dinesh Jaju and Dr Rishina Natu are appointed as OSD in the university exams of DAVV.
- Staff members are also engaged in question paper setting of their respective subjects. In this way, the faculty guides and evaluates not only student performance, but also contributes in the examination process of the university.
- The Computer Science department has computerized practical exam official paper process to generate forms
- Students Progress Report Card: The Computer Science department manages academic and personal record of each student. This helps during student verification for any business enterprise

| |
|--|
| Research and Development |
| <ul style="list-style-type: none"> • College provides support for research and development like sanctioning duty leaves, reimbursing 50% of conference registration expenses to faculty who present their research work at conferences. • Every year new instruments and equipment are purchased in laboratories to ensure that students get the best facilities during the practicals conducted and to students and teachers pursuing research. • Some staff members are also PhD supervisors and co-guides. The three research centers of the college are regularly and actively engaged in guiding PhD students, as also teachers from other subjects. Supervisors have taken limited number of students so as to provide better time and guidance to them. • Most teachers are also pursuing research work by publishing research papers, articles, chapters in books etc. • Some faculty members are PhD external examiners in other universities outside of Madhya Pradesh. |
| Library, ICT and Physical Infrastructure / Instrumentation |
| <ul style="list-style-type: none"> • The college library is enriched with reference books, text books and research journals of all subjects. Most departments have a departmental library • All departments are equipped with LCDs which are used in classrooms as per requirement. ICT techniques like teaching with projection and educational videos are also maintained • Computers (desk tops and laptops) and internet connections are available in all departments • Departmental laboratories are well equipped with basic and advanced instruments |
| Human Resource Management |
| <ul style="list-style-type: none"> • Proper utilization of each and every staff according to their specialization. • PG and senior UG students are actively evolved in peer-learning. • Labs are effectively maintained by Class III & Class IV staff under the supervision of teaching staff. • Teaching work is allotted by the Head of each department to faculty members • The technical staff manages laboratory preparations and office work of the department. • The supporting staff takes care of cleanliness of departments |
| Industry Interaction / Collaboration |
| <ul style="list-style-type: none"> • Students are sent in industries for training and projects • There are collaborations with industry through MoU for internship UG & PG students • Lectures of experts from industries are arranged regularly. • Industrial visits are organized |
| <i>Industry-Institute interaction the year 2017-18:</i> |
| <p>Under the Industry-Institute interaction programme, expert talks by industry expert were arranged:</p> <ol style="list-style-type: none"> 1) Mr. Nitesh Patidar (Jasani), Director, Nature Agrocare, Indore. delivered an expert talk on “Biofertilizers: FCO Norms in Quality Control” on 24.11.17. Mr. Patidar (Jasani) shared his expertise of production of biofertilizers & biopesticides, quality control norms as per FCO and organic farming 2) Dr. Pranali Pingle, Senior Microbiologist, Medicare Hospital, Indore, delivered expert talks on- Multiple Drug Resistance and An overview of MDR organisms. These lectures were also organized to promote “World Antibiotic Awareness Week” (13-19 November) 3) Mr. Nipun Jain of Appin Software Lab, Indore, delivered a talk on: Cyber Security & Ethical Hacking 4) Mohammad Sohail of GoPro Institute, Indore, delivered a talk on Technology for Awareness 5) Visit to Pious Laboratories, Indore, on 03 April 2018 (Microbiology department) |

| |
|--|
| Admission of Students |
| <ul style="list-style-type: none"> • An Admission Committee is constituted consisting of faculty members. • Admission of students is done in accordance to MP Higher Education and Devi Ahilya Vishwavidyalaya norms by the admission committee • The college takes the offline mode of admission by virtue of its minority status. • The list and details of admitted students is uploaded on the MP Higher Education (MPHE) portal within the stipulated time as per MPHE instructions • Collection of fees is through computerized system • For the Admission in M.Sc. classes we prefer direct admission process on first cum first basis. • Online Admission Record Keeping is maintained by the CS department each year and the report sent to admission committee each year in booklet form. This report contains details of Male/Female, General/SC/ST/OBC, and outsider student ratio. |
| 6.2.2 : Implementation of e-governance in areas of operations: |
| Planning and Development |
| <ul style="list-style-type: none"> • Besides traditional methods of conveying information (notice, meetings etc), Heads of departments convey information to their staff through e mails and SMS • Whatsapp groups of departmental staff also aid in the same • Computerization of Faculty Feedback System : The department of CS & IT assists various departments to take faculty feedback and analyses the results. • Computerization of student attendance using VBA Macro technique has also been developed |
| Administration |
| <ul style="list-style-type: none"> • Administrative work is computerised. All staff members of the office are computer friendly. • Records are maintained in soft copies too. • There is division of work. There is a separate person for collection of forms, for issuing TCs, for making online entries of relevant data, for maintaining files, receiving and sending documents and post, typing notices and other work. • A monthly print out of the attendance of staff using thumb machine is also taken by the office and sent to the GB Chairman for signature and necessary action, if needed. • The leave records of the entire staff are also maintained by the office. • The office in-charge runs the overall administration. |
| Finance and Accounts |
| <ul style="list-style-type: none"> • All financial and accounts related work is computerised. • The accounts office also does no dues when students fill exam forms to ensure that they have paid the fee in total and there is no outstanding amount. • Ryan software is used in the Accounts office. |
| Student Admission and Support |
| <ul style="list-style-type: none"> • The list and details of admitted students is uploaded on the MP Higher Education (MPHE) portal within the stipulated time as per MPHE instructions • Collection of fees is through computerised system • The office has record of admissions, categories of students, phone numbers of students/their wards. • Students are intimated by the office whenever needed for example if their second installment of fee is due or they need to be informed about something important. • At the same time the list of meritorious students is also maintained as and when results are declared. • Transfer certificates are issued by the office. |

| Examination | | | | | |
|---|--|---|--|--------------------------------------|--|
| <ul style="list-style-type: none">• The exam cell of the college coordinates exam related work like online entry and uploading of internal marks in collaboration with each department.• The exam cell also guides students in filling and uploading online examination forms• All exam related notices uploaded on university website are informed to the faculty and students• Evaluation of students is through semester pattern examinations conducted by the University and tests, assignments, preliminary examinations, student seminars, projects, viva, etc.• Detailed analysis of the results of the college is done by the exam cell. The names of the rank holders are published in the college magazine. This provides information to the stake-holders.• The Computer science department has computerized the practical exam process | | | | | |
| 6.3 Faculty Empowerment Strategies | | | | | |
| 6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year | | | | | |
| Year | Name of teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support | |
| 2017-18 | Ms. Mahima Golani | For research paper presentation at National conference | MPCST, Bhopal | Rs. 250 | |
| 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 | Dates (from-to) | No. of participants (Teaching staff) | No. of participants (Non-teaching staff) |
| 2017-18 | Basics of Computers (CS/IT dept) | NA | 18.01.18 to 20.01.18 | 12 | NA |
| 2017-18 | NA | Computer Skills for technical Staff (Prof. Sanjay Sharma, CS/IT dept) | 26.8.17 to 7.10.17: every Saturday | NA | 17 |
| 6.3.3 No. of teachers attending professional development programmes, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programmes during the year | | | | | |
| Title of professional development program | | Number of teachers who attended | | Date and Duration | |
| - | | - | | - | |
| 6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment): | | | | | |
| Teaching | | | Non-teaching | | |
| Permanent | | Fulltime | Permanent | | Fulltime/temporary |
| 68 | | 76 | 105 | | Fulltime 114 Temporary 09 |

| | | |
|---|-------------------------------|---------|
| 6.3.5 Welfare schemes for: | | |
| Teaching and Non teaching staff | | |
| i) Group insurance scheme ii) PF & Gratuity iii) ESIC iv) Medical facility and concession of fees for Gujarati staff | | |
| Students | | |
| i) Post matrix Government scholarships for SC/ST/OBC students ii) Gaon ki beti scholarship iii) Gujarati Samaj scholarships iv) Concession of fees for Gujarati students | | |
| <i>All scholarship schemes given to college students by MP government are implemented</i> | | |
| 6.4 Financial Management and Resource Mobilization | | |
| 6.4.1 Institution conducts internal and external financial audits regularly | | |
| Internal Audit | | |
| <ul style="list-style-type: none"> •The accounts office staff maintains records of all expenses incurred under various heads and budget allocated for the same. •The petty cash received by departments is accounted for. Bills of all expenses incurred are submitted to the accounts office by all departments at the end of the financial year. These bills are then tallied by office staff before submitting them for audit. •All expenses are incurred with prior permission of the management. •Stock registers and budget records maintained by departments are checked at the year end. •All orders are placed by inviting quotations from suppliers. | | |
| External Audit | | |
| <ul style="list-style-type: none"> •The external audit of records is done by an auditor hired by Shri Gujarati Samaj, Indore. •Balance sheets are checked. •This process is followed at the end of every financial year. | | |
| 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/ Grants received in Rs. | Purpose |
| - | - | - |
| 6.4.2 Total corpus fund generated | | |
| Nil | | |

| 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 | NA | Yes | A committee is constituted by the Principal which includes: Chairman, Head of department and members |
| Administrative | No | NA | Yes | A committee is constituted by the Principal which includes: IQAC coordinator and member(s) |
| 6.5.2 Activities and support from the Parent – Teacher Association (at least three) | | | | |
| <ul style="list-style-type: none"> • Post graduate departments of the college arrange parent-teacher meeting. Parent's suggestions are considered to solve student's problems • During the meet, feedback from the parents is taken which helps to assess on right path for the betterment of the department. The ultimate goal of is to get useful insights for the purpose of improvement in all aspects of teaching, learning, assessment and capacity. • Parents of PG students are also invited during M.Sc. induction programs | | | | |
| 6.5.3 Development programmes for support staff (at least three) | | | | |
| <ul style="list-style-type: none"> • Computer Training programme arranged for the support staff during the session • The laboratory staff are trained for the laboratory preparations such as preparation of stock solutions, inorganic and organic mixtures, weighing and maintenance of the digital electronic devices, media preparation, sterilisation of media, etc. • Training for handling of instruments is arranged • Support staff also participates in FDP talks based on topics of general interest such as: Environment sustainability & state of happiness by Dr. Ganesh Kawadia dated 10/04/2018, which was attended by 48 staff members and Science of investment & planning by Dr. Kamlesh Bhandari dated 28/06/2018 which was attended by 40 staff members. | | | | |
| 6.5.4 Post Accreditation initiative(s) (mention at least three) | | | | |
| 1) Environment awareness campaigns 2) Health awareness campaigns 3) Emphasis on computer literacy | | | | |
| 6.5.5 | | | | |
| 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 2017-18 | Name of quality initiative by IQAC | Date of conducting activity | Duration (from---to---) | Number of participants |
|-----------------|---|--------------------------------------|----------------------------|---|
| 1 | Plantation drive : English department with NSS Unit. | 14.8.17 | 12-2pm | All Faculty & Environment Ambassadors |
| 2 | M.Sc. Microbiology Induction | 30 & 31.8.27 | 1-1.30pm | 33 |
| 3 | Synergy: Peer Interaction Programme for B.Sc. Semester I students | 12.9.17 | 2.40-4.40 | 84 |
| 4 | Blood group determination during peer interaction programme | 12.9.17 | 2.40-4.40 | 84 |
| 5 | ‘Aspire’, Induction Programme for B.Sc. I Year Students | 15 & 16.9.17 | 12.30-3pm | Approx 900 |
| 6 | River Rally Campaign by Isha Foundation during BSc Induction | 16.9.17 | 12.30-1.30 | 300 |
| 7 | Awareness Programme on Income Tax, by Mr Nilendu Dave, IT official | 16.9.17 | 9.30-11 am | 53 |
| 8 | Scientific Movie Show: The Martian | 26.9.17 | 2.40-4.30 | 28 |
| 9 | Ecofriendly Ganesha Making workshop was organised by Prof Parul Soni, MKHS College,(Biotech dept) | 22.9.17 | 12.30-4 pm | 31 |
| 10 | Appointment of Environment Ambassadors and badges given during NSS Day Programme | 23.9.17 | 11.30am | Faculty & Environment Ambassadors |
| 11 | Cleanliness Drive by NSS Unit | 7.10.17 | 11.45-2pm | 150 |
| 12 | Poster Competition on “Swacch Bharat Abhiyan” | 7.10.17 | 10-11 am | 10 |
| 13 | Poster competition on “Save Biodiversity, Save Planet” | 9.10.17 | 1.00-2 pm | 25 |
| 14 | Debate competition on “Impact of cyber world” | 26.10.17 | 2.00-3pm | 13 |
| 15 | Planted and distributed Pollution Indicator Plants | Nov 2017 | 2 pm | Faculty & Environment Ambassadors |
| 16 | Cartoon Making workshop by Dr Devendra Sharma, cartoonist (PG Academic Development) | 24.11.17 | 12-1.00-pm | 15 participants |
| 17 | Pamphlet competition on road safety | 30.1.18 | 3.00-4pm | 26 |
| 18 | Slogan competition on “Green India- Clean India” | 23.2.18 | 2-2.30pm | 12 |
| 19 | Peer group teaching learning practise | 24.2.18 | 12.30-1.30 | 49 |
| 20 | Debate competition Topic- Genetically Modified Crops are Beneficial for Humans | 28.2.18 (National Science day) | 2.40-3.40 | 25 |
| 21 | Panorama: Exhibition of Knowledge Gallery Posters(National Science day) | 28.2.18 | 3.00-4.30 | 80 |
| 22 | Agar art contest | 23 to 26.3.18 | 2.40-4.30 | 24 |

| <i>Expert lectures organised in 2017-18</i> | | | | |
|---|---|----------------------|--------------|----|
| 1 | Dr. Mahaveer Sharma, Principal Scientist, IISR Indore, “Emerging Avenues in Agriculture Microbiology (during M.Sc. Induction) | 30.8.17 | 1.00-2.30 | 33 |
| 2 | Prof Sheetal Bhasin, Head, MRSC, “Fermentation Technology” (Biotech) | 18.9.17 | 2.30 to 4.00 | 61 |
| 3 | Ms. Kwiti Thakkar, Asst Prof. PMBGSC on “Job Prospects & Preparation for Competitive Exams” (Biotechnology) | 20.9.17 | 9.30-10.30 | 10 |
| 4 | “Recombinant DNA Technology” by Prof Mukesh Patidar, MRSC, Indore (Biotechnology) | 22.9.17 | 12.30 - 1.30 | 37 |
| 5 | Dr OP Joshi, Ex Principal and Prof. of Botany, PMBGSC, “Current Environmental Issues” (Chemistry) | 13.10.17 | 12-1.30 | 44 |
| 6 | Career Guidance by Dr Shailendra Sharma, Principal, AIMS, Dhamnod (Zoology dept) | 8.11.17 | 1.00 - 1.30 | 21 |
| 7 | Prof. Pradeep Purey,, Maharaja Ranjeet Singh College, Indore, “Future scope in Electronics (Electronics/BCA) | 10.11.17 | 11-12.00 | 53 |
| 8 | Prof. Tarjani Sevak, SCSIT, DAVV, on “JAVA” (Electronics/BCA) | 13.11.17 | 11-12.00 | 23 |
| 9 | Prof. Rahul Singhai, IIPS, DAVV, on “Big Data (Electronics/BCA) | 17.11.17 | 11-12.00 | 23 |
| 10 | Dr U Singh, Gwalior University, on “Careers in Physics” (Physics) | 17.11.17 | 3.30-4.30 | 12 |
| 11 | Mr. Nitesh Patidar (Jasani), Director, Nature Agrocare, Indore. “Biofertilizers: FCO Norms in Quality Control” (Microbiology) | 24.11.17 | 2.00-4.00 | 20 |
| 12 | Dr. Pranali Pingle, Senior Microbiologist, Medicare Hospital on “Multiple Drug Resistance” (World Antibiotic Awareness Week (13-19 Nov) | 18.11.17 21.11.17 | 2.00-3.30 | 17 |
| 13 | “Vaccine Preventable Cancers” by Dr . Salma, MGM College (Biotech) | 4.12.17 | 3.00-4.00 | 58 |
| 14 | Prof. AK Shrivatava, Jiwaji University, Gwalior,” Digital Electronics” (Physics) | 11.12.17 | 3.30 - 4.30 | 12 |
| 15 | Dr Swati Dubey, School of Physics, Ujjain, on “Plasma Physics(Physics) | 20.12.17 | 3.30 - 4.30 | 12 |
| 16 | Future of Windows 10 by Prof. Vivek Shrivastava IIPS (Electronics/BCA) | 23.2.18 | 11.00-12 | 38 |
| <i>cont..</i> | | | | |

| <i>Expert lectures organised in 2017-18</i> | | | | |
|---|---|-----------------------------------|--------------|-----|
| 17 | “Development of Science” by Prof. KP Joshi, Retd. Prof., DAVV and PK Dubey, Former HoD, Physics, PMBSC, Indore | 28.2.18 (National Science Day) | 12.00-2.00 | 160 |
| 18 | “Group Discussion Skills: How to Ace A GD... & mock GD | 23.3.18 | 9.30-11.30 | 32 |
| 19 | Cyber Security & Ethical Hacking by Mr. Nipun Jain of Appin Software Lab, Indore (CS/IT dept) | 15.3.18 | 12.30-2.20 | 63 |
| 20 | Semi-conductor Technology by Prof. Pradeep Puri, Maharaja Ranjit Singh College of Professional Studies, Indore (Electronics/BCA) | 16.3.18 | 11.00-12.00 | 37 |
| 21 | Latest Trends in Information Technology by Prof Kirti Pawar, School of Electronics, DAVV (Electronics/BCA) | 17.3.18 | 11.00-12.00 | 21 |
| 22 | Animation and Digital Marketing by Mr Dushyaant Kunte, CEO, Trinaabh Infotech, Indore (Electronics/BCA) | 27.3.18 | 11.00-12.00 | 29 |
| 23 | Technology for Awareness by Moin Khan, GoPro, Institute (CS/ITdept) | 27.3.18 | 12.30-2.20 | 64 |
| 24 | Development of Astronomy in Ancient India by Dr Shrenik Bandi, IPS College, Indore (Maths dept) | 16.3.18 | 1.30-2.30 | 34 |
| 25 | Matrix Theory by Dr KN Maheshwari, Prof. & Head, School of Maths, DAVV, Indore (Maths dept) | 16.3.18 | 3.15-4.15 pm | 34 |
| 26 | Prof. Devendra Bais, Medicaps Institute of Science & Technology, Indore, “Use of Electronics Devices in Communication Industries” (Electronics/BCA) | 20.4.18 | 11.00-12.00 | 40 |
| 27 | Mr Aditya Sharma on “Sales and Management”(Chemistry, PGAD cell) | 20.4.18 | 12.30-2.30 | 24 |
| 28 | Prof. Pradeep Purey, Maharaja Ranjeet Singh College, Indore, “How to prepare electronics projects” (Electronics/BCA) | 23.4.18 | 11.00-12.00 | 43 |
| 29 | Human physiology by Prof. Kailash Agrawal, ret. Prof., Holkar Science College, Indore (Zoology dept) | 27.4.18 | 12.30-1.00 | 33 |
| 30 | Prof. Tarjani Sevak, SCSIT, DAVV, “Advanced Web Technology (Electronics/BCA) | 10.5.18 | 11.00-12.00 | 24 |
| 31 | Prof. Manohar Raksha, Holkar Science College, Indore, “Features of LINUX” (Electronics/BCA) | 4.6.18 | 11.00-12.00 | 42 |

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-to) | Participants | |
|--|---|--------------|------|
| | | Female | Male |
| Workshop on “Smart Girl Project”, an initiative of DAVV in collaboration with Bhariya Jain Sanghatan (BJS), on Gender Equality and Safety of women (Convenor, Dr Jyoti Singh, Member, Dr Priti Parashar) | 4 days 21 to 24 March 2018 (12 noon to 2.20 pm) | 126 | - |

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

A new building is proposed for the college in which renewable energy sources can be implemented

7.1.3 Differently abled (Divyangjan) friendliness

| Items Facilities | Yes/No | No. of Beneficiaries |
|--|--------|----------------------|
| Physical facilities | Yes | - |
| Provision for lift | No | - |
| Ramp/ Rails | Yes | - |
| Braille Software/facilities | No | - |
| Rest Rooms | Yes | - |
| Scribes for examination | Yes | - |
| Special skill development for differently abled students | No | - |
| Any other similar facility | No | - |

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages & disadvantages during the year

| Year | No. of initiatives to address locational advantages/ disadvantages | No. of initiatives taken to engage with & contribute to local community | Date and duration of the initiative | Name of the initiative | Issues addressed | No. of participating students and staff |
|-----------|--|---|-------------------------------------|--|---|---|
| 2017-2018 | - | 3 | 14.11.17 | Observation of Global Hand-washing Day (15 October) | Create awareness among school students | 10 |
| | - | | 18.11.17 and 21.11.17 | Observation of World Antibiotic Awareness Week (13-19 Nov) | To create awareness about antibiotic resistance | 27 (18.11.17) 43 (21.11.17) |
| | - | | 28.11.17 | <i>Aedes aegyptis</i> control Awareness Programme | Pamphlets distributed to spread awareness on control of <i>Aedes aegyptis</i> | 3 staff members |

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

| Title | Date of Publication | Follow up (max 100 words each) |
|-------|---------------------|--------------------------------|
| - | - | - |

7.1.6 Activities conducted for promotion of universal Values and Ethics

| Activity | Duration (from----- to-----) | Number of participants |
|--|------------------------------|------------------------|
| Observation of joy of giving week | 02-08 October 2017 | 20 |
| Visit to orphanage and old age home & donation to orphanage and old age home | 2.11.17 | 14 |

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

We are pro-actively environment conscious as an institution. The college has initiated the “Mission Green” campaign to create environment awareness. Tree plantation, slogan/poster /creative writing competitions based on environment related topics, expert lectures on environment concerns like global warming, pollution control etc., are organized. Some strides taken in this direction, this year, are as follows:

- A cleanliness drive was conducted by Mission Green committee and NSS unit on 7.10.17
- Pollution indicator plants were planted by Mission Green committee.
- A plantation drive was organized in the college by Mission Green and NSS on 14.8.17
- Ecofriendly Ganesha Making workshop was organised by Biotechnology department
- We harvest rainwater by digging pits on the playground and using the same to charge the well. The bore wells are recharged through rainwater harvesting.
- Waste generated is segregated. The process of vermicomposting is adapted to decompose waste
- Other eco-friendly practices include:
 - Water conservation during practicals
 - Minimum use of electricity during practicals & otherwise,
 - Reuse of paper in office work, avoiding excessive use of paper

7.2 Best Practices

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

1) *Computer Literacy*

Most of our college students are mostly from weak socio-economical and rural background. Their access to computers at school level is minimal. Hence, they lack basic skills needed to use computers effectively. The Computer Science lab, Electronics & BCA lab are open to students who have opted for streams other than these, so that they can practice and gain requisite skills.

Post-graduate students are assigned compulsory powerpoint presentations to deliver seminars. Computer literacy sessions are held in PG departments during which graphical representation of practical results using MS Excel, use of statistical software for data analysis, use of bioinformatics tools, etc., are taught to PG and research students.

2) *Mission Green Campaign*

Mission Green is a campaign of the college to create environment awareness. Tree plantation, expert lectures on environment concerns like global warming, pollution control, etc. are organized

3) *Quarterly Newsletter: Perihelion*

“Perihelion,” the quarterly newsletter of our college was launched in the year 2013. Our late principal Dr. Rakesh Trivedi envisioned this newsletter and we have tried to keep his vision alive in the form of the newsletter. The newsletter encapsulates the activities of the college, the achievements of staff members and students, while at the same time, shares with the readers an informative article on any subject contributed by any staff member.

4) *Knowledge Gallery*

Knowledge is power and it is infinite. For the curious mind, the possibilities to acquire knowledge and to harness it, are immense. To promote amongst our students a spirit of learning, to create a desire to learn and to foster scientific temper, “Knowledge Gallery” was initiated by the institution in the year 2015. The gallery displays information related to various subjects for the benefit of students. An exhibition of Knowledge Gallery posters, “Panorama,” is organised on National Science day.

7.3 Institutional Distinctiveness

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

The vision of the college is to deliver knowledge and to enable students to think scientifically and rationally, so that they work as ambassadors to foster scientific temperament in society. Along with thorough practical training imparted to students in accordance to their syllabi, efforts are taken to foster scientific temperament by encouraging students to participate in science projects. Scientific creativity is stimulated and knowledge is enkindled by organising poster competitions, science quiz contests, debates, expert lectures, industrial visits, etc.

8. Future Plans of action for next academic year (500 words)

1. Organise communication skills and entrepreneurship development programmes
2. Create facilities for self-employment through special skills training programmes
3. Initiate digitalized feedback system
4. Develop of Industry Academia Interaction by inviting industry experts

Name: Dr K. Venkataraman

Signature of the Coordinator, IQAC

Name: Dr Kiran Dixit

Dr Kiran Dixit
In Charge Principal
INCHARGE PRINCIPAL
P.M.B. Gujarati
Science College Indore

Signature of the Chairperson, IQAC