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

2018 - 2019

AQAR: 2018 - 2019

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 2017-18

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
1st	B+	Institutional Score: 77	2006	From 17.10.2006 to 16.10.2011
2nd	A	3.05	2015	From 01.05.2015 to 30.04.2020
3rd	-	-	-	-
4th	-	-	-	-
5th	-	-	-	-

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 2019	Teaching stafff of college (73)
Administrative Audit	September 2018	Students & staff of college
Feedback from students (taken department wise)	November 2018 March-April 2019	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
Biotechnology	Funding for workshop	MPCST, Bhopal	January 2019	Rs.30000
About 10 UGC funded minor research projects sanctioned in 2015 for a duration of two years (2015-17), are either completed or in progress				

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 & soft skills enhancement workshops/seminars
- Enhancement of Industry-Institute interactions
- Digitalized feedback system
- Recommended to organise voter awareness programme in view of Vidhan Sabha elections in November 2018
- Recommended enrichment activities for students

Note: Please refer 6.5.6 under Criterion VI of Part B of AQAR - 2018-2019 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
Digitalized feedback system	The department of Computer Science & IT initiated an online feedback for teacher's academic performance. Data obtained by feedback is analysed and reports are generated using SPSS codes.
Industry-Institute interaction	*Interaction with trainers during* skills development workshops i) Mr Rachit Ghate : Director, Career Fort, Founder and CEO of NGO SWAYAM, Author ii) Mrs. Neeta Bokil, Manager, QA, Lupin Limited "Quality Assurance in Pharmaceutical Industry: Role of the Microbiologist" was organised on 16.3.19
Interactions with academicians through guest lectures	Dr. Prashant Kodgire, Associate Professor and Ramanujan Fellow, IIT, Indore, "*Revolutionary discoveries of modern biology*" during M.Sc. Microbiology induction programme
Note: Besides these, various extension, cultural, and enrichment activities were organised for undergraduate and post graduate students	

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:** 2018-2019
- **Date of Submission:** 27.08.2019

17. Does the Institution have Management Information System?

No

AQAR: 2018 - 2019
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.

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.

- 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

No. of students	Certificate Courses*	Diploma Courses
20	Finesse: Communication Skills Development Programme. 23.08.2018 to 21.9.18: 2 sessions per week (English dept)	-
16	Techniques in Pharmaceutical Microbiology: 25.02.19 to 02.3.19 & 13.3.19 to 23.3.19, (15 days)	-

These certificate courses were introduced in August 2014 and April 2017, respectively, and offered during the year 2018-19

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
As mentioned in 1.2.3		

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Screening of microorganisms producing industrially important enzymes	1
Green synthesis of silver nanoparticles	1

*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

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**

* Informal feedback is given by alumni during their visit and annual meet
** Informal feedback from parents of PG students during parent teacher meeting

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

- Student's feedback involves feedback on subject teacher related to professional competencies and learning environment during class room teaching.
- In this academic session the feedback was digitized through a feedback pro forma made by the Computer Science department.
- Online feedback forms of individual faculty members were filled by students through google forms.
- The effectiveness of teaching-learning process is analyzed via feedback system by the assessment committee. An overall summary of feedback forms of faculty members is also prepared.
- After feedback analysis suggestions of students are noted. The Head of department individually discuss the strengths and weakness of the faculty from the compiled student feedback. The strengths are appreciated and suggestions are given to improve their weakness.
- 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 of the parents are analysed and corrective action is taken.
- 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.

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	300	221	219
BSc. Biotechnology	180	177	170
B.Sc. Microbiology	180	183	180
B.Sc. Maths	200	201	199
B.Sc. Comp.Sc	300	300	300
B.Sc. Electronics	120	114	114
B.Sc. Info.Tech.	60	55	55
BCA	60	60	60
M.Sc. Botany	30	11	11
M.Sc. Chemistry	40	31	31
M.Sc. Zoology	30	20	20
M.Sc. Microbiology	20	18	18
M.Sc. Physics	10	10	10
M.Sc. Maths	40	34	34

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
2018-19	2589	215	23	52	52

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	Number of smart classrooms	E-resources and techniques used
75	75 (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)

- The mentoring system is adapted for value additions to students like bridging the gap between the teachers and students, creation of a better environment in college, where students can approach teachers for both educational and personal guidance, enhancement of knowledge base for both teachers and students alike, due to effective two-way communication.
- *Mentoring by faculty:* We keep a rapport with our students and guide them on various fronts:
- The mentors (faculties) meet their students and guide them with their studies, and extra-curricular activities. They also provide advice relating to selection of major, career guidance and personal problems. The mentors lay the foundation for the students to reach greater heights in their professional lives, thereby contributing to lasting personal and professional relationship.
- 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 for each student is maintained in the Computer Science department. One teacher is deputed on approximately every 40 students to guide and solve their queries.
- Faculty members of English department guide students for competitive exam preparation, inform students and guide them regarding various inter-college activities (debates and other literary activities) and encourage them to participate.
- Students also need advice at times about personal issues and we do our best to guide them.
- *Mentoring by students:* In the English department, as part of Peer-Learning activity, senior students mentor their juniors peers. During the Communication Skills development program 'Finesse', the participants were assessed by students appointed as group leaders. The leader mentored their team members and coordinated with them to present the topic assigned. The concerned teacher kept an overview. This served a dual purpose- on one hand the subject skill was imparted, at the same time it also was a peer-learning experience.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
2804	75	1:37

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	75	1	8	35

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
2018-19	Dr G.D. Sharma	Head, Zoology dept	Excellent Research, Molecular Oncology
2018-19	Dr Jyoti Singh	Head, Hindi dept	Atal Smriti Kavya Samman by Vishwa Hindi Rachnakar Manch
2018-19	Dr Deepa Vanjani	Head, English dept	Nation Builder award by Rotary International 3040
2018-19	Dr Deepa Vanjani	Head, English dept	Senior Journalist award by Press Club
2018-19	Dr Nandini Phanse	Head, Microbiology	Recognition for contribution in academics and research by PG Tech Research Institute, Indore
2018-19	Dr Rishina Natu	Asst Prof, Chemistry	Nritya Vidushi Naad Yogini Award by Dr Ragini Makhar and Diva of Indore Award
2018-19	Dr Manmeet Arora	Asst Prof, Botany	International Scientific researcher with higher potential: awarded by Dept of Geography, Seoini (MP)

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	02.04.19	July 2019
B.Sc. Biotechnology	B.Sc.	Semester VI	10.04.19	July 2019
B.Sc. Microbiology	B.Sc.	Semester VI	10.04.19	July 2019
B.Sc. Maths	B.Sc.	Semester VI	10.04.19	July 2019
B.Sc. Computer Sc	B.Sc.	Semester VI	15.04.19	July 2019
B.Sc. Electronics	B.Sc.	Semester VI	01.04.19	July 2019
B.Sc. Info. Tech	B.Sc.	Semester VI	15.04.19	July 2019
BCA	BCA	Semester VI	-	June 2019
M.Sc. Botany	M.Sc.	Semester IV	21.6.19	Sept 2019
M.Sc. Chemistry	M.Sc.	Semester IV	19.6.19	Sept 2019
M.Sc. Zoology	M.Sc.	Semester IV	15.6.19	Sept 2019
M.Sc. Microbiology	M.Sc.	Semester IV	17.6.19	Sept 2019
M.Sc. Physics	M.Sc.	Semester IV	14.6.19	Sept 2019
M.Sc. Maths	M.Sc.	Semester IV	26.6.19	Sept 2019

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

- The college is affiliated to the DAVV, Indore and adheres to the syllabus prescribed by the University. Effective implementation of evaluation reform of the university is strictly followed and those initiated by its own are ensured by the institution by strict compliance of process.
- At the beginning of the session, students are given the syllabus and are informed about CIE (continuous internal evaluation).
- Information regarding examination patterns/marks and tentative dates are also informed to students in the beginning of session as course description.
- Teachers discuss possible question after the completion of topic taught, in detail.
- For Continuous Internal Evaluation (CIE) students are assessed by their CCE presentations, tests, assignments, seminars and practical performance.
- The teachers incharge allocate topic of CCE modules to the 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.
- Before the commencement of the main practical exams, preparatory exams are conducted to make the students confident in their approach. Students are informed through a notice well in advance. Students get a chance to improve themselves through this continuous evaluation system before appearing for the university examinations.

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 semster/ year examination	Number of students passed in final semester/year exam & percentage
B.Sc.	B.Sc. Biology	72	61 (+ 11 ATKT, Results of 38 students withheld due to previous semester ATKT)
B.Sc.	B.Sc. Biotechnology	70	47 (+ 23 ATKT, Results of 33 students withheld due to previous semester ATKT)
B.Sc.	B.Sc. Microbiology	84	83 (+ 1 ATKT, 43 results withheld due to ATKT in previous semesters)
B.Sc.	B.Sc. Maths	70	63 (+ 6 ATKT, Results of 38 students withheld due to ATKT in previous semesters
B.Sc.	B.Sc. Comp.Sc	163	163 (93 results withheld: prev sem ATKT)
B.Sc.	B.Sc. Electronics	38	38 (26 results withheld: prev sem ATKT)
B.Sc.	B.Sc. Info.Tech.	14	13 (+1 ATKT, 8 results withheld: ATKT in previous semesters)
BCA	BCA	28	28 (22 results withheld: prev sem ATKT)
M.Sc.	M.Sc. Botany	6	3 (+ 3 ATKT, results of 3 students withheld due to ATKT in previous semesters)
M.Sc.	M.Sc. Chemistry	17	8 (+ 9 ATKT, results of 9 students withheld due to ATKT in previous semesters)
M.Sc.	M.Sc. Zoology	28	18 (+ 10 ATKT, 10 results withheld due to ATKT in previous semesters)
M.Sc.	M.Sc. Microbiology	16	13 (+ 3 ATKT, 3 results withheld due to ATKT in previous semesters)
M.Sc.	M.Sc. Physics	8	4 (+ 4 ATKT, results of 4 students withheld due to ATKT in previous semesters)
M.Sc.	M.Sc. Maths	12	7 (+ 5 ATKT, results of 5 students 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 Computer Science department takes faculty feedback and analyzes it.This system is based upon SPSS and made by the department using VBA Macro technology.

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 Priti Vyas	2015-2017	UGC,CRO, Bhopal	Rs. 2,50,000	Rs.25,032
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by college)	-	-	-	-
International Projects	-	-	-	-
Any other (Specify)	-	-	-	-

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)
The Art of Start-Ups Expert- Mr. Sunny Wadhwani, Wadhwani Enterprises and cyber security expert	English & Hindi	5.10.18
Workshop on "Hardware & Networking", Resource person: Mr. Sanjay Vyas, Director, Hardware Technology Park, Indore	Electronics &BCA department	22.10.18- 2.11.18 (10 days workshop)
Workshop on "Basic Techniques in Molecular Biology" sponsored by MPCST in collaboration with Make-Intern Pvt Ltd.	Biotechnology	28 & 29.1.19
Seminar on "Quality Assurance in Pharmaceutical Industry: Role of the Microbiologist" by Ms. Neeta Bokil, Manager, QA, Lupin Limited	Microbiology	16.03.19
Workshop on "Advanced WebTechnology - PHP & Wordpress" Resource person was industry expert Mr. Gourav Kothari, Universal Informatics, Indore	Electronics &BCA department	05.04.19

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
Dr. Charulata Shah: MPCOST fellowship	-	-

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	14	-
International Publications	Botany	7	-
	Physics	2	-
	Microbiology	2	-
	English	2	5.61 and 5.2 respectively
	Chemistry	1	-
	Zoology	4	-
	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	6
Electronics	4
Chemistry	4
English	1
Physics	4
Microbiology	1

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	9	39	2	2
Presented papers	3	6	-	-
Resource Persons	2	3	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
Cleanliness drive under Swachhata abhiyaan: Bicycle rally from Nehru stadium Indore to Ujjain, 55 km	NCC-Infantry unit of college	1 (ANO)	6
Observation of Road Safety Week (February 2019)	NCC-Infantry unit of college & Indore traffic police	1 (ANO)	43
Voter awareness rally: Nation Apna Vote Jarur Kare	NCC-Infantry unit of college	1 (ANO)	12

cont…

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
Cleanliness drive: Swachhta Abhiyan	NCC- Airwing unit of college	1 (ANO)	56
Swachhta Samoroha (2 Oct 2018)	NCC- Airwing unit of college	1 (ANO)	32
Swachta Cycle Rally	NCC- Airwing unit of college	1 (ANO)	13
Traffic Awereness Programme	NCC- Airwing unit of college	1 (ANO)	13
Anti Tobacco Day Programme	NCC- Airwing unit of college	1 (ANO)	11
Drug Abuse & Illicit Trafficking Day	NCC- Airwing unit of college	1 (ANO)	15
My Earth My Duty	NCC- Airwing unit of college	1 (ANO)	15
Tree Plantation: Vijay Diwas	NCC- Airwing unit of college	1 (ANO)	20
Surgical Strike Day	NCC- Airwing unit of college	1 (ANO)	19
Blood Donation camp (NCC day)	NCC- Airwing unit of college	1 (ANO)	14
Lauh Yatra	NCC- Airwing unit of college	1 (ANO)	20
Induction of NSS unit & oath ceremony	NSS unit of college & DAVV, Indore	2	199
Word Population Day & Awareness program (11.7.18)	NSS Unit of college and NSS DAVV coordinator- Dr Prakash Gadwal, as key note speaker.	2	20
International Youth Day: (12-08-2018)	NSS Unit & Nagar Nigam, Indore	2	50
Sadbhawana Diwas (20-8-2018).	NSS unit of college & DAVV, Indore	8	80
NSS Day celebration Cleaning of college campus (25.8.18):	NSS unit of college & NSS State Coordinator, Dr Sachin Sharma	45	150
Voter Awareness Programme: Nukkad natak (16-10-18)	NSS Unit in collaboration with Collector, Indore	2	20
Word AIDS Day observation: Expert talk by Dr Yogita Patel	NSS Unit PMB Gujarati Science College and Red Ribbon Club	6	102
Traffic Awareness Week	NSS Unit & Indore traffic police	2	15
International Yoga day	NCC and NSS units of college	6	15 Cadets of NCC & NSS volunteers
NCC & NSS Exams			
NCC 'B' certificate Exam: 42 cadets appeared for the B-certificate written exam held on February 23, 2019.			
NCC 'C' certificate Exam:17 cadets appeared in C-certificate exam held on February 19, 2019.			
NSS 'B' certificate Exam: 30 students appeared in B certificate exam held on 7.4.19 and 23 students cleared for B certificate			

Participation: NCC Infantry:	

- 06 cadets attended Thal Sainik Selection Camps (Selection III:2 cadets / DECAT-I:2 cadets / DECAT-II:2 cadets) held in July and August 2018
- 02 cadets attended Annual Training Camp , Khandwa for the selection in Republic Day Camp in September 2018.
- 17 Cadets attended Combined Annual Training Camp, Khandwa for the Tracking on Narmada River (Oct 2018)
- 40 Cadets attended Combined Annual Training Camp, Indore held in January 2019 and 1 attended it in Ujjain
- 2 cadets attended Army attachment Camp held in October 2018.
- 2 Cadets attended Special National Integration Camp, Pondicherry and Andaman Nicobar in November 2018.
- 4 Cadets attended Special National Integration Camp, Delhi held in January 2019.
- 2 cadets attended Ganga Tracking Camp , Uttar Pradesh held in October 2018.
- 3 Cadets attended Republic Day Selection Camp, Gwalior held in October 2018.
- 2 Cadets attended Republic Day DCAT-I Camp, Bhopal held in November 2018.

Participation: NCC Air wing:

- 26 cadets attended Combined Annual Training Camp
- 12 cadets attended the National Level camp
- 02 cadets attended All India Republic Day Pared (RDC), at New Delhi
- 07 cadets attended All All India Vayu Sainik Camp, Jodhpur
- 02 cadets attended Airforce Attachment Camp, Gwalior
- 01 cadet attended Air Force Acadamy Camp, Dundigal

Participation: NSS

- NSS Programme Officers Dr Vimal Sharma and Dr Dinesh Jaju and 10 students of NSS unit attended the National Youth Sansad Programme at DAVV university auditorium on 22-01-2019
- 10 NSS cadets attended National Adventure Camp organised by State govt at Junagad, Gujarat(7 Feb to18 Mar19)
- NSS Programme Officer Dr Vimal Sharma and Prof Govind Kaithwas and 73 NSS cadets attended Unit Level 7 Day Residential Camp from 14-02-2019 to 23-02-2019 at Pigdamber village in district Mhow.

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
Sports	Dr. Jyoti Singh: Winner in table-tennis, Runner-up in badminton & chess in State Level competition	M.P. Govt. Higher Education department

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 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
Voter awareness programme (28.8.18)	Mr. Sudip Meena, ERO, Vidhan Sabha No.3 Mr. Madhukar Pawar, Asst Director, Ministry of Information & Broadcasting, Govt. of India, & Physics dept	Seminar on "Awareness on Voting"	3	240
Swachata Abhiyan	NSS Unit of college and Nagar Nigam Indore	Cleaning of college campus	8	137
Word AIDS Day (1-12-2018)	NSS Unit PMB Gujarati Science College (PMBGSC) and Red Ribbon Club	Nukkad Natak, Quiz, slogan competitions Expert talk by Dr Yogita Patel	5	66 (participants of competitions)
Remedial tutorials 23.3.19-7.4.19	English Dept, PMBGSC & Mrityunjay Bharat, NGO	Tuitions to tribal students by college students	1	4
Samvidhan Live Jagrik Activity	Anhad Pravah, NGO and English Dept, PMB Gujarati Science College	Awareness of fundamental rights & duties as citizens of India	2	46
Smart girl project	DAVV in collaboration with Bhartiya Jain Sanghatan (BJS) and Hindi Dept, PMBGSC	Gender Equality and Safety of women	2	86

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
Internship (Botany)	Food preservation	Vegetable and fruits preservation training centre, Residency Kothi, Indore Ph. 0731- 2701460	15 days (60 hours) as per MP Higher Education norms	7
	Biogas Plant	Krishi Vigyaan Kendra, Kasturba gram, Indore		7
	Nursery Techniques	Govt. Nursery Residency Area, Indore		8
	Pharma	Allwin Industries H.O. 11, 4th Floor, Dawa Bazar, Indore Ph. 0731- 3046791		4
	Teaching	K.B. Patel School,Maharani Road, Indore		3
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	-
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	-

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. 1947200	Rs. 1098749

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.	21 (01:Shaking Incubator 20: Computers)	01 (Seed Germinator SG-6 Plus LCD)
Value of the above equipment purchased during the year	Rs. 721958.56	Rs. 166200
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	30,566	Rs.5199011	1178	Rs. 3,45,131	31,744	Rs. 5544142
Reference Books	15,242	Approx. Rs. 1 crore	Nil	Nil	15242	Approx. Rs. 1 crore
e-Books	102	-	20	Nil	122	Nil
Journals	391	Rs.102210	17	Rs 44165	408	Rs.146375
e-Journals	Nil	-	Nil	Nil	Nil	Nil
Digital Database	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
Others (specify) (departmental libraries)	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. 3479400	Rs.2968958	Rs. 4295000	Rs. 2874968

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	25	Rs. 64540
Financial support from other sources			
a) State	Post Matric Scholarship OBC	628	Rs. 41,17,410
	Post Matric Scholarship SC	168	Rs.20,36,770
	Post Matric Scholarship ST	272	Rs.23,91,740
	Gaav Ki Beti Yojna Scholarship	20	Rs.100000
	Medhavi Yojna	351	Rs. 5166920
	Sambal Yojna	70	Rs. 1018230
b) National	-	-	-
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
Finesse for Communication Skills Enhancement (English dept)	23.08.18 to 21.9.18 (Sessions taken twice a week)	25	i)Mr Rachit Ghate : Director, Career Fort, Founder and CEO of NGO SWAYAM, Author ii) Dr Alka Tomar: Educationist and writer iii) Ms. Parul Wagh: Soft Skills Trainer based in Mumbai
Soft skill development, Kavya path (Hindi dept)	18.09.2018 (12.30 to 2.30 pm)	36 (participants) 147 (audience)	Dr Yogendranath Shukla, Principal, New Science College, Indore
Seminar on "Personality Development" by Dr. Sandeep Atre, Motivational speaker & Director, CH Edge Makers	05.9.18	202	CH Edge Makers, Indore

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

Date	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
22 Jan 2019	Career guidance lecture on "How to prepare for MPPSC and UPSC exams", by Mr. Rajendra Mahajan of Unique Academy, Indore	45	-	NA	-

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
Nil	Nil	Nil

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
Duke Thomson Pvt. Ltd (13.3.19)	25	8	-	-	-
Group Pharma-ceuticals (26.2.19)	25	5	-	-	-

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
2018-2019	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 and other institutes	**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)	458
Sports- Selection trails forTeachers/ Employee Tournament	College level	19
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 No.	Name of the student
2018-19	Gold medal	National Youth Sports 2018	Athletics	-	11145	Rohit Mourya
2018-19	Bronze medal	All India Inter University	Soft Ball	-	10454	Sonia Singh Chouhan
2018-19	Third position	Inter college wrestling	Wrestling	-	11350	Ritik Raghuvanshi
2018-19	Third position	MP State Karate Championship	Karate	-	10957	Sapna Chaudhry
2018-19	Winner	Annual Youth Fest. 2019	Chess	-	7564	Vishal Jakhmola
2018-19	Runner-up	Annual Youth Fest 2019	Chess	-	7689	Jaigopal Patidar
						cont….

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 No.	Name of the student
2018-19	Gold Medal	NCC Combined Annual Training Camp	-	Drawing competition	-	NCC Infantry Cadet Sachin Phulvare
2018-19	First position	NCC Ganga Trekking Camp	-	Fancy dress & Story telling competition	-	NCC Infantry Cadet Vikas Saroj
2018-19	First position	NCC Combined Annual Training Camp	-	Hand writing competition	-	NCC Infantry Cadet Hrithik Raghuvanshi

Participation (Sports)

i) Mr. Jai Gopal Patidar (Student ID No.7689) participated in West Zone Inter University Chess 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 date of 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

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

5.3.2 No. of registered enrolled Alumni: -

61 alumni enrolled in the alumni meet of college in 2018-19

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.
• 61 alumni attended in the alumni meet of college in 2018-19

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: Member, Board of Studies, Environmental Studies, Kasturbagram Kanya Mahavidyalaya, Indore
- Dr Pravin Kekre: Member, Board of Studies, Physics, DAVV and Holkar Science College, Indore
- Dr RC Sanghvi: Member, Board of Studies, Physics, DAVV, Indore
- Dr Sudip Ray: Member, Board of Studies, Microbiology, Holkar Science College, Indore
- Dr Vibhoj Parsai: Member of Board of Studies, Mathematics, SAGE University, Indore
- Dr K Venkataraman: Member, Board of Studies, Physics, Kasturbagram Kanya Mahavidyalaya,
- Dr G.D. Sharma: Member of Board of Studies, Zoology, MJB Govt. Girls College, Indore
- Dr Ketan Topiwala: Member of Board of Studies, Chemistry, DAVV, Indore
- Dr Vimal Sharma and Dr Dinesh Jaju are Members of Board of Studies, Electronics, DAVV, Indore
- Dr Priti Vyas: Member of Board of Studies, Biotechnology, Holkar Science College, Indore

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

Effective implementation of examination and evaluation reform of the university is followed In every semester and annual pattern, 15% weightage is given to the internal assessment by means of continuous comprehensive examination.
- Students are encouraged to prepare best assignments for CCE.
- Periodic tests are also arranged to evaluate students.
- 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 and thus contribute 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

- The 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.
- 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

- 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

- 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

- Students are sent to industries for training and projects
- There are collaborations with industry through MoU for internship of students
- Lectures of experts from industries are arranged regularly.
- Industrial visits are organized

Industry-Institute interaction the year 2018-19:

1) *Interactions with professionals/ academicians through guest lectures:*
   i) Dr. Prashant Kodgire, Associate Professor and Ramanujan Fellow, Biosciences and Biomedical Engineering, IIT, Indore "*Revolutionary discoveries of modern biology"* during M.Sc. Microbiology induction programme on 4.8.18
   ii) A seminar on "Quality Assurance in Pharmaceutical Industry: Role of the Microbiologist" by Ms. Neeta Bokil, Manager, QA, Lupin Limited was organised on 16.3.19
2) *Interaction with trainers during workshop on communication skills,'Finesse':*
 i) Mr Rachit Ghate : Director, Career Fort, Founder and CEO of NGO SWAYAM, Author
 ii) Dr Alka Tomar: Educationist and writer
 iii) Ms. Parul Wagh: Soft Skills Trainer based in Mumbai

Admission of Students
• 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 is maintained by the CS department each year, and the report sent to admission committee each year in booklet form.

6.2.2 : Implementation of e-governance in areas of operations:
Planning and Development
• 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. This system is based upon SPSS and by using VBA Macro technology. • Computerization of student attendance usingVBA Macro technique has also been developed
Administration
• 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
• 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
• 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
• 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
2018-19	Ms.Shivalika Khode	For research paper publication	International journal of advanced biological research	Rs. 1500
2018-19	Dr. Priya Trivedi	For international conference	International conference on "Multidisciplinary research in sustainable agriculture development opportunities & Challenges" Jabalpur.	Rs. 500

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)
-	-	-	-	-	-

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	Date and Duration (from – to)
A series of lectures were organized in the college, under Faculty development programme in 2018-19		
"Cyber Security" by Mr Varun Kapoor, IPS, Additional Director of Police, Narcotics, MP/Director, PRTS, Indore	Faculty members of college	9.7.18
Science & Technology of Sustainable Energy" by Padmashri Dr Janak Palta McGilliagan	Faculty members of college	27.3.19
The Theory and Practice of Reading and Teaching English' at Shri Vaishnav Vidyapeeth Vishwavidyalaya	Ms. Kusum Joshi	14.8.2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
67	75	105	Fulltime 113 Temporary 08

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

All scholarship schemes given to college students by MP government are implemented

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Internal Audit

- 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

- 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)

• 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)

• 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

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 2018-19	Name of quality initiative by IQAC	Date of conducting activity	Duration (from---to---)	Number of participants
1	M.Sc. Microbiology Induction	4.8.18	1.00-3 pm	53
2	Peer Interaction Programme for BSc. I (Microbiology dept)	14.8.18	2.40-4.40	63
3	Blood group determination during peer interaction programme (Microbiology)	14.8.18	2.40-4.40	63
4	Peer-Learning activity (English dept)	24.8.18	12.40-1.20	47
5	Ecofriendly Ganesha making workshop by Dr Rishina Natu (Chemistry dept)	11.9.18	12.30-2.30	40
6	Ecofriendly Ganesha Making workshop by Prof Parul Soni, MKHS College, Indore (Biotechnology dept)	11.9.18	2.40-4.30	42
7	Scientific Movie Show: The Martian (Biotechnology dept)	25.9.19	2.40-4.30	24
8	Poster Competition on Reduce, Reuse & Recycle (Botany dept)	5.10.18	3.00-4 pm	7
9	Students attended a talk by wildlife expert Mr. RS Murthy, IFS, Member Secretary/APCCF MP State Biodiversity Board organised by The Nature Volunteers (English dept)	5.10.18	2.30-4.30	23
10	Poster making competition on: "Pithvi Krodh mein hai." Mission Green	23.10.18	12.30-2.00	8
11	Haemoglobin estimation of girl students (Microbiology dept)	29 and 30.10.18	2.40-4.30	32
12	Environmental Documentary presented on the topic "How the Earth was formed?" (Mission Green)	13.11.18	12.30-1.30	51
13	Poster/Slogan competition on "Antibiotic Resistance : A Global Concern", to observe Antibiotic Awareness week. (Microbiology)	17.11.18	1.00-2 pm	12
14	Poetry Writing Competition on the topic "Nature and Us" (Mission Green)	10.12.18	12.00-1 pm	14
15	Slogan Writing Competition on the topic "Environment Conservation" (Mission Green)	10.12.18	1.00-1.30	14
16	"Swachchhata Abhiyan" Dustbins were kept in college classrooms (Mission Green)	10.12.18	2.00-3.00	Mission Green Committee Members and Environment Ambassadors
17	Peer-Learning activity (English dept)	13.12.18	3.00-4 pm	49
18	Workshop on "Basic Techniques in Molecular Biology" sponsored by MPCST in collaboration with Make-Intern Pvt Ltd. (Biotechnology dept	28 & 29.1.19	9 am-5 pm	30
				cont..

6.5.6 Number of Quality Initiatives undertaken during the year				
Year 2018-19	Name of quality initiative by IQAC	Date of conducting activity	Duration (from---to---)	Number of participants
19	Vasant Panchami Celebration , Kavya Paath, Chief guest: Dr Zakir Hussain, Principal, IKDC College, Indore (Hindi dept)	2.2.19	1.00-3 pm	133
20	Creative Writing Contest (Hindi)	20.2.19	12.30-2.30	14
21	Inter-college English debate competition (English dept)	22.2.19	12.30-4 pm	14
22	"Environment Conservation Rally" organised by 150th Gandhi Jayanti Committee in collaboration with Mission Green Committee	23.2.19	9.30-11 am	51 (Students, Faculty and Environment Ambassadors)
23	Guest Lecture on "Gandhi Vichar : Paryavaran Aur Satat Vikas" organised by150th Gandhi Jayanti Committee & Mission Green Committee	26.2.19	12.00 -1.30	55 (Faculty Members 19, Students 36)
24	Agar art contest to observe National Science day	28.2.19	1.30-4.30	28
25	Plantation Drive organised by 150th Gandhi Jayanti Committee & Mission Green Committee	1.3.19	12.30-1.30	25 (Students, Faculty and Environment Ambassadors)
26	Educational visit to municipal waste management trenching ground (Microbiology)	1.4.19	10.30-2.30	32
Expert lectures organised in 2018-19				
1	Dr. Prashant Kodgire, Associate Professor IIT, Indore "*Revolutionary discoveries of modern biology* (during MSc Microbiology induction)	4.8.18	1.00-3 pm	53
2	Prof. Ajay Verma, Christian Eminent College, Indore, "Application of utility software" (Electronics/BCA)	25.8.18	10.11.am	30
3	Mr. Vinit Kaushik Technical officer of Petroleum conservation Research Association (PCRA) on "How to conserve Petroleum (Physics)	28.8.18	11.30-12.30	85
4	Sanjeev Kumar, Scientist, Plant Pathology, NRCS, Indore on: Agrobacterium (Biotechnology)	27.9.18	12.30-2 pm	43
5	Dr Sheetal Bhasin, Head Bioscience, MRSC, Indore, on: Actinobacter (Biotechnology)	28.9.18	2.40-4.00	21
				cont..

	Expert lectures organised in 2018-19			cont…
6	Mr Rafay Nadvi , Sterling Institute: Technology Awareness (CS/IT dept)	29.9.18	12.20-2.20	69
7	Dr Sandeep Nanavati, Veterinary College, Mhow, on : Artificial Insemination (Biotechnology dept)	3.10.18	12.30-2.00	35
8	Dr Jyoti Dave, Head, Biotechnology, Cloth Market College, Indore, on "Biochemistry" (Biotech dept)	6.10.18	2.40-4.00	75
9	Ms. Nisha Chouhan iTrainU Technologies, on: "Jobs in IT sector in Gulf countries (Career guidance cell)	6.10.18	10.30-11.30	65
10	Frankfinn Institute of Air Hostess "Avenues and prospects in aviation industry" (Career guidance cell)	27.10.18	3.00-4.00	70
11	Prof OP Joshi, Ex Principal, PMBGSC, Indore, on "Primary Production: Method of Management" (Botany dept)	29.10.18	1.00-2.30	7
12	Prof. Devendra Bais, Medicaps Institute of Science & Technology, Indore, "Advanced microprocessor application" (Electronics/BCA dept)	20.11.18	10.00-11.00	30
13	Dr. Pragya Rathore, Prof & Head, Soft Vision College, Indore- on "Together against HIV: Spread awareness & make a difference"(Microbiology)	1.12.18 (World AIDS day)	1.30-3 pm	62
14	Dr Gunvant Joshi, Senior Scientist (Retd.), Pollution Controla Board, Bhopal, on "Conservation of Natural Resources" (Chemistry dept)	4.12.18	2.30-4.30	32
15	Prof. Sanjay Singh, IIT , Indore, "Efficient Catalysts & Materials for Energy & Environment" (Chemistry)	21.12.18	11.00-1.00	31
16	Prof. Ajay Verma, Christian Eminent College, Indore, "Artificial Intelligence (Electronics/BCA dept)	12.1.19	10.00-11.00	30
17	Prof. Jeevan Singh, Christian Eminent College, Indore, "Forth generation programming language" (Elec/BCA)	15.1.19	10.00-11.00	25
18	Prof. Y. K. Mishra, Govt. PG College, Ratlam, "Kinetics of Chemical Reactions (Chemistry dept)	18.2.19	1.00-2.00	46
19	Prof. Arun Singh, PG College, Bhopal, "Structure & Shapes of Transition Metal Complexes (Chemistry dept)	18.2.19	2.15-3.15	46
				cont..

	Expert lectures organised in 2018-19			cont…
20	Prof. A.M. Chaturvedi, Head, Chemistry, Govt. Madhav College, Ujjain, "Instrumental Analysis of Chemical Reactions" (Chemistry)	20.2.19	1.00-2.00	18
21	Prof. Devendra Bais, Medicaps Institute of Science & Technology, Indore, "Different color formation in LED" (Electronics/BCA)	11.3.19	10.00-11.00	41
22	Prof. Kirti Panwar, "Future trends in electronics (Electronics/BCA)	15.3.19	10.00-11.00	54
23	Mrs. Neeta Bokil, Manager, QA, Lupin Limited "Quality Assurance in Pharmaceutical Industry"	16.3.19	10.00-12.00	25
24	Dr. Ananth Krishnan, Prof. Kochi Univ, "Fun with Physics" (Physics)	16.3.19	1.00-2.00	65
25	Prof. Pradeep Purey, MRSC, Indore,"Application of electronics in medical science" (Electronics/BCA)	19.3.19	10.00-11.00	39
26	Prof Kiran Paliwal, PMBGSC, on: Downstream processing (Biotech)	24.3.19	3.00-4.00	61
27	Dr Ram of Srujan Bharti, on"A step towards Community Building & Healthy Life Style" (Botany)	4.4.19	1.00-2.00	15
28	Prof. Devendra Bais, Medicaps Institute of Science & Technology, Indore, "Advance Digital Communication Techniques" (Electronics/BCA)	16.4.19	10.00-11.00	35
29	Dr.Rupesh Shindhe, IIPS, DAVV, Indore,"Application of computer graphics in gamming Industry(Electronics/BCA)	24.4.19	10.00-11.00	34
30	Dr. Rupesh Shindhe, IIPS, DAVV, Indore, "Cloud computing" (Electronics/BCA)	25.4.19	10.00-11.00	39
31	Dr. Mushtalk Ali (Retd. Prof), IKDC, Indore, "Aromatic Electrophilic Substitution Reactions" (Chemistry)	23.5.19	12.30-1.30	28
32	Prof. Jeevan Singh, Christian Eminent College, Indore,"Elementary Idea of Python" (Electronics/BCA)	24.6.19	10.00-11.00	27
33	Prof. Ajay Verma, Christian Eminent College, Indore, on: 3D Internet Technology (Electronics/BCA)	25.6.19	10.00-11.00	48

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
Seminar on "Samajik Suraksha" by the Police department, Indore	17.2.18 (2.30-3.30 pm)	63	-

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

No. of initiatives to address locational advantages/ disadvantages	Number of initiatives taken to engage with & contribute to local community	Date and duration of initiative	Name of the initiative	Issues addressed	No. of participating students & staff
-		15.10.18	Hand-washing awareness drive	Awareness on hand washing among govt. school students through skit &videos	19: College students/staff 37: School students/staff
-	3	17.11.18	World Antibiotic Awareness Week: Poster/Slogan competition	Awareness on antibiotic resistance, and its prevention	12
-		24.11.18	Voter awareness programme	To motivate young voters of college and enlighten them about introduction of VVPAT in elections	62

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 2018	31
Visit to Arman orphanage & Jwala Foundation for donation of clothes	1.11.18	14
Celebration of NCC Day : "Joy of Giving Happiness", NCC Infantry cadets visited Rajkiya Bal Sanrakshan Asharam Orphanage, Indore	25.11.18	55

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:

1. Poster Making Competitionon the topic *"Prithvi Krodh main hai"* and these posters were displayed in Environment Conservation Rally for Public Awareness.
2. Public Awareness created by Environment Ambassadors on the side effects of crackers on the occasion of Diwali.
3. Environment Documentary presented on the topic *"How Earth was formed?"* to provide information to the students on the creation of the planet.
4. Poetry Writing Competition on the topic *"Nature and Us"*. Students wrote self-created poems.
5. Slogan Writing Competition on the topic *"Environment Conservation"* to create awareness to conserve Panchtatva and these slogans were used in Environment Conservation Rally.
6. Environment Conservation Rally with 150th Gandhi Jayanti Committee: created awareness with the help of Posters and slogans.
7. Guest Lecture with 150th Gandhi Jayanti Committee on the topic *"Gandhi Vichar: Paryavaran Satat Vikas"*-to spread the message that clean water, clean air and clean food are the basic requirements in today's lifestyle.
8. Plantation Drive with 150th Gandhi Jayanti Committee: Plants were distributed to the Principal and all the HODs, to create a clean and green campus and to lower the pollution levels in the college.
9. Cleanliness Drive Environment Ambassadors participated in cleaning the Laboratories of the college and also encouraging the students to use dustbins in the classrooms.

- 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. The newsletter encapsulates the activities of the college, the achievements of staff members and students

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)

- To organize sessions for personality development
- To increase interaction with industry and researchers
- To create facilities forself-employment through special skills training programmes.

Name: **Dr K. Venkataraman**   **Name: Dr Kiran Dixit**

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

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*