

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University)

Progress Report for the Session 2018-19

Sri Sathya Sai College for Women, Bhopal was founded by no less a person than our founder President Bhagwan Sri Sathya Sai Baba on 4th July 1974, a Guru Purnima day. It received the sanction from the M.P. Uchcha Shiksha Anudan Ayog in 1974, (Letter No. S/II/Affl/74/10069 dated 19.11.74) as an institution affiliated to the Barkatullah University (Letter No. 23935/Acad/Affl./74 dated 23.12.74), and was later recognized by UGC, New Delhi under 2(f) and 12 (B), [Vide letter No. F. 8- 14/78 (C.P.) dated. 27.03.82 and F 8 - 259/2003(CPP-i) dated 4.02.2004]. Since its inception, the College has maintained its disposition as a center for all-round education based on discipline, duty, devotion, innovative teaching, informed and engaging research.

Currently College offers 20 subjects at UG level in four faculties and 9 subjects in PG courses English, Hindi, viz Mathematics, Political Science, Zoology, Biotechnology, Computer Science, Chemistry and Commerce. We also offer integrated dual Degree in B.A.L.L.B. and professional degrees of L.L.B., B.Ed. and B.C.A. College publishes its biannual research journal "Highbrow" with ISSN number and college magazine "Divya" to nurture the budding talents of the institution. College also has an in-campus hostel with all facilities for its 108 inmates and a rich library with 36,600 plus books, e-journals and e-books through Infilbnet, sports complex with gymnasium and separate activity center. The college has continually registered nearly 100% pass result in the examination from the last 44 plus years. 68% teachers of the college have been conferred with Ph.D. Degree. Many teachers have attended National and International conferences/seminar/workshop over the years and published more than 400 research papers in the last five years.

We are highly indebted to NAAC Peer Team for examining our systems and validating our claims in our re-accreditation process for which we received **“A” Grade in the year 2015**. In our quest for excellence, Internal Quality Assurance Cell (IQAC) of the college applied for autonomous status of the institution to UGC, New Delhi and subsequently college was granted Autonomous status for ten years from the session 2018-19 by UGC in December 2017 (Letter No. F.22-1/2017(AC) dated 28.12.2017) for all programs run under auspices of UGC. Subsequent to the approval by UGC we applied for NOC from department of Higher Education, Govt. of Madhya Pradesh and same was conferred to us vide there letter No. 466/484/2018/38-3 dated- 24.05.2018. After an inspection by a special committee constituted by Barkatullah University, Bhopal the Autonomous status was conferred to us for 10 years under University Statue 36 vide their letter No. 2432/Academy/Sambadhta/2018 dated - 13.07.2018. After obtaining all necessary sanction and approval we commenced requisite process and procedure as laid down by the UGC guidelines 2018 for establishing the Autonomous Cell of the college. The constitution of the newly constituted Autonomous Cell is as follows -

Governing Body

The Governing Body of Sri Sathya Sai (Autonomous) College for Women, is being constituted as follows, as per UGC guidelines for Autonomous College 2018.

A. Constitution of Governing Body of Private College run by Trust.

5 Members (Trust or management as per the constitution or byelaws, with the Chairman or President /Director as the chairperson)

Chairman:- Dr. Meena Pimpalpure

Members:-

Shri. Jamboo Bhandari

Shri. S.K. Sachdeva

Dr. Gyanvardhan Pathak

Shri. Tribhuvan Sachdeva

Two member's teachers of the college nominated by the Principal based on seniority by the rotation.

Dr. Asha Agarwal

Dr. Subha D. Kapdeo

One member Educationist or Industrialist – Nominated by the management.

Dr. Radhavallabh Sharma

One member UGC nominee – Nominated by the UGC

Prof. Mrs. Pushplata Singh, HOD Ancient History & Archeology, B.H.U.,
Varanasi

One member State Government nominee – Academician not below the rank of professor or State Government official of Directorate of Higher Education/ State Council of Higher Education.

Dr. M.S. Raghuvanshi Additional Director, Higher Education, Bhopal

One member University Nominee – Nominated by the University

Dr. D.C. Gupta (Geology Department, UTD, BU.)

One member Principal of College – Ex- Officio

Dr. Sudha Pathak

Term: The term of the nominated members shall be three year.

Meeting: Governing Body shall meet at least twice a year.

Academic Council

The Academic Council of Sri Sathya Sai (Autonomous) College for Women is being constituted as follows, as per the UGC guidelines for Autonomous College 2018.

Chairman: Dr. Sudha Pathak (Principal)

All Head of the Department:

Dr. Asha Agarwal (Zoology & Biotechnology)

Dr. Shubha Kapdeo (Home Science)

Dr. Jyotsana Galgale (Physics)

Dr. Shampa Malhotra (English)

Dr. Renu Mishra (Botany & Microbiology)

Dr. Neena Arora (Chemistry)

Dr. Sudha Tripathi (Commerce)

Mrs. Abhilasha Kumar (Computer Application & Science)

Dr. Shriji Seth (Political Science & Sociology)

Dr. Deepa Singh (History)

Dr. Neena Chatterjee (Economic)

Dr. Smita Nair (Maths)

Dr. Anupama Chouhan (Hindi)

Dr. Deepti Bhatnagar (Music)

Four teachers of the college representing different categories of teaching staff by rotation on the basis of seniority of service in the college

Dr. Poornima Joshi (Commerce)

Dr. Rajashri Srinivas (Botany)

Dr. Megha Singh (English)

Dr. Shalu Saxena (Mathematics)

Not less than four experts/academicians from Outside the College representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Science etc. to be nominated by the Governing Body:

Mr. Vinod Mishra (Advocate)

Mrs. Mehrunisha Prasad (Educationist)

Mr. Tribhuvan Sachdeva (Income Tax Consultant)

Dr. Rakesh Mishra (Miracle Children Hospital, Bhopal)

Three Nominees of the University not less than Professors.

Dr. Nisha Dubey (HOD Law Dept., Barkatullah University)

Dr. K.B. Panda (HOD Department of Comparative Language, B.U.)

Dr. K.N. Tripathi (HOD department of Psychology, Barkatullah University)

A faculty member nominated by the Principal

Member Secretary: Dr. Archana Srivastava

Term: The term of the nominated members shall be three year.

Meeting: Academic Council shall meet at least twice a year.

Finance Committee

The Finance Committee of the College is being constituted as follows, as per the UGC guidelines for Autonomous College 2018.

Chairman: Dr. Sudha Pathak (Principal)

One person to be nominated by the Governing Body of the College for a period of two years. -

Member - Shri Tribhuvan Sachdeva

Finance Officer of the affiliating University

Member - Shri Pramod Kumar Sharma

One senior-most teacher of the College to be nominated in rotation by the Principal for two years.

Member - Dr. Asha Agrawal

Term: The term of the Finance Committee shall be three years.

Meeting: The Finance Committee shall meet at least twice a year.

Board of Studies:

18 Board of Studies were constituted in faculty of Arts in subjects English, Hindi, Economics, Political Science, Sociology, History, Home Science and Music. In Faculty of Science 8 Board of Studies were constituted in Maths, Physics, Chemistry, Computer

Science, Botany, Zoology, Microbiology, Biotechnology apart from Board of Studies for Commerce faculty and Computer Science and Applications faculty, with the structure as given in UGC guidelines for Autonomous Colleges 2018.

Apart from Governing Body, Academic Council, Finance Committee and Board of Studies, the Autonomous Cell have following 9 other non statutory committees.

1. Planning and Evaluation Committee

Members - 1. Dr. Archana Srivastava
2. Dr. Renu Mishra
3. Dr. Smita Nair

2. Grievance Redressal Committee

Members - 1. Dr. Shikha Mandloi
2. Dr. Purna Shrivastava
3. Dr. Seema Soni

3. Sexual Harassment Committee

Members - 1. Dr. Manisha Tripathi
2. Dr. Shikha Mandloi
3. Dr. Purna Shrivastava

4. Students Welfare Committee

Members - 1. Dr. Neena Chatterjee
2. Dr. Anita Awasthi
3. Dr. Anita Tiwari

5. Academic Audit Committee

Members - 1. Dr. Neena Arora
2. Dr. Shobhana Shrivastava
3. Dr. Soma Nag
4. Dr. Renu Shrivastava
5. Smt. Arpana Singhal
6. Dr Harsha Chaturvedi

6. Admission Committee

Members - 1. Dr. Asha Agrawal
2. Dr. Shubha Kapdeo
3. Dr. Sudha Tripathi
4. Dr. Purnima Joshi
5. Smt. Abhilasha Kumar (Convenor)
6. Dr. Shriji Seth
7. Dr. Neena Chatterjee
8. Ms. Girijesh
9. Dr. Anju Bajpai

7. Examination Committee

Members All Faculty Heads

8. Library Committee

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|---------|---|--|
| Members | - | 1. Dr. Sadhana Ananth 2. Dr. Anju Bajpai 3. Ms. Poornima Malviya (Dep. Librarian) 4. Ms. Khushboo Vishwakarma (Librarian) |
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9. Extra Curricular Committee

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| Members | - | 1. Dr. Malti Joshi (Convenor) 2. Dr. Rajshree Srinivas 3. Dr. Rupa Guha Nandi 4. Smt. Supriya Singh Chouksey 5. Smt. Meenesh Hindolia 6. Smt. Sudha Singh 7. Dr. Meenu Pandey 8. Dr. Deepti Bhatnagar |
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Examination Cell

Autonomy facilitates an academic freedom that the college can formulate its own syllabus for all UG and PG courses, starting from the academic year 2018-19 and carries out the assessments also. The Examination Cell therefore, has been restructured to carry out all the examination activities. The Examination Cell of the college is a confidential section with the responsibility of conduction of examinations both internal and external, evaluation, publication and display of results, maintenance of student records for all UGC approved courses offered by the college which falls under the preview of Autonomy. Apart from central examination system every department has departmental examination committee comprising HOD and Examination Coordinators for each year. The examination cell is re-structured as

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| Chief Controller | - | Principal Dr. Sudha Pathak |
| Advisor | - | Dr. Smt. Abha Bajpai (Retired Professor, Hindi) |

Examination Committee

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|------------------------|---|-------------------------|
| Controller | - | Dr. Smt. Sudha Tripathi |
| Dy. Controller -Exams | - | Dr. Shriji Seth |
| Dy. Controller - Exams | - | Dr. Shalu Saxena |

Finance Committee

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|------------------|---|--------------------|
| Advisor | - | Shri. O.P. Mishra |
| Co-ordinator | - | Dr. Poorinma Joshi |
| Dy. Co-ordinator | - | Dr. Sunita Yadav |

Printing Cell

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|----------------|---|---------------------|
| Co-Ordinator | - | Dr. Meena Parashar |
| Dy. Cordinator | - | Dr. Megha Singh |
| Dy. Cordinator | - | Smt. Vaishali Kadwe |

Computer Cell

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|----------------|---|----------------------|
| Co-ordinator | - | Smt. Abhilasha Kumar |
| Dy. Cordinator | - | Ms. Girjesh Chauhan |

Computer Operator & Office

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|---------------------|---|---------------------|
| Data Entry Operator | - | Smt. Anita Dar |
| Office Asst. | - | Ms. Smita Dindorkar |

On the onset, during the first year of establishment of Autonomous Cell, the Board of Studies of all the 18 subjects in the faculty of Arts, Science, Commerce and Computer Science & Application were constituted as per the UGC guidelines. Academic council, finance committee and Governing Body Council were also constituted. Barkatullah University has nominated their members for all the committees in line with the guidelines of the University. In every Board of Studies, one nominee from Barkatullah University (Vide letter No. 3054/Academy/2018 dated-25.09.2018), one member from other university, head of the department of the concerned subject and all faculty members of the department were the members. One representative from industry/corporate sector/ allied area relating to placement and one meritorious alumna of the department were nominated by the Principal. Two subject experts were nominated by the Academic Council of the college. Meetings of all the 18 Board of Studies were convened during the period Oct-01-2018 to Oct-15-2018. It was decided and conveyed by the BOS that the syllabus of Central Board of Studies as approved by Barkatullah University will be followed for the first year of Autonomy. The examination pattern and the marking scheme in each subjects of UG first year & PG first and second semester will be the same as that of Barkatullah University.

The meeting of the Academic Council was held on 31.10.2018. The academic council approved the minutes of the Board of Studies meetings. Academic council decided that "Non Conventional" mode of evaluation will be adopted for the year 2018-19 in PG-I & II Sem, UG I year in CCE (Continuous Comprehensive Evaluation) examination. It was also decided that from next year we can start certificate course for 3 months or 6 months duration in some department on the basis of viability of the subject. Department of Home Science, Botany and Music put before the committee the proposal for 3 months/ 6 months certificate course on vocal music, classical dance, fabric art and tailoring, biodiversity, medicinal and aromatic plants training and nursery management certificate course. Academic calendar for the session 2018-19 was also approved. It was also proposed that the question paper of PG courses will have a prototype of 3 section of objective type, short answer and long answer as practiced in UG courses. The academic council also appointed 2 subjects experts in each of the 18 Board of Studies of the college as per UGC guidelines.

Autonomous Examination Cell conducted the first examination for PG I sem in the month of Nov-Dec 2018 in eight subjects with 35 papers. The examination process began with examination form submission by students in the month of Nov 2018. Exam were conducted from 11 days (7.12.2018-17.12.2018) in one shift. The examination pattern of Barkatullah University was followed for the whole process of PG examination. The TR and marksheets were sent to Barkatullah University for validation and signature of Registrar, Barkatullah University. A meeting of examination committee was convened on 18.01.2019 to discuss the result and the result was declared 29.01.2019 through the college website. The whole process of PG examination from declaration of time table to the declaration of result was completed in less than 75 days.

Further a meeting of finance committee was held on 05.01.2019, the committee reviewed the first budget for the session 2018-19 for examination related expenditure and grant for other heads. Honourable members approved the proposed budget. Principal informed that till date we have not received any grant amount from the UGC and college has submitted the application of release of grant amount. The committee also instructed that all the expenditure should be made as per the rules of Govt. of Madhya Pradesh (M.P. Bhandar Kray Niyam Tatha Seva Uparjan Niyam 2015). Finance Ordinance of the college as per the rules and directives of UGC and Barkatullah University was also presented for approval. The finance controller of the Barkatullah University was of the view that to make the ordinance more effective, committee should review other such ordinances like that of Barkatullah University, so that the useful features can be included in the ordinance.

A meeting of Governing Body Council was held on 12.01.2019. The council approved the minutes of the Boards of Studies of the 18 subjects after scrutiny. The minutes of academic council and finance committee were approved. The Governing Body was informed about the MIS module being developed for the examination cell of the Autonomous cell. MIS system will store the information of all the students admitted to the courses under the preview of the Autonomous scheme, examination details, TR sheets, Mark sheets etc.

The process for PG 2nd semester and UG I yr examination was started on 15th March with the declaration of time table for the above classes and the Autonomous cell is conducting the examination for PG II sem and UG I year from 10 April 2019, the result will be declared in the month of June.