Annual

Quality Assurance Report

Session 2014-2015



Kasturba Hospital Road, H.E.P.O. Habibganj, Bhopal-462024

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## MISSION STATEMENT

“In this College the medium is Discipline;

the first ,second and third languages are Love, Service and Sadhana”.

### *VISION*

“We envision the emancipation and empowerment of women through value based education and enabling them to participate actively in the work of nation building and social reconstruction”.

### OBJECTIVES

* Development of well-integrated personality, by making the students aware of their intellectual and spiritual capabilities, and by helping them to channelize their capabilities for the moral and social reconstruction.
* To develop faith in God and restore a profound sense of national pride by highlighting our ancient culture and value based education of the past.
* To instill discipline, self –confidence, spirit of sacrifice and brotherhood.

# *Guidelines for the Creation of the*

# Internal Quality Assurance Cell (IQAC)

# and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

*(Revised in October 2013)*



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**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

**The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

**1. Details of the Institution**

Sri Satya Sai College for Women

1.1 Name of the Institution

Kasturba Hospital Road

1.2 Address Line 1

BHEL, Habibganj

Address Line 2

Bhopal

City/Town

Madhya Pradesh

State

462024

Pin Code

ssswcbhopal@yahoo.co.in

Institution e-mail address

0755 2451119, 0755 2456308

Contact Nos.

Dr (Smt). Sudha Pathak

Name of the Head of the Institution:

0755 2451119

Tel. No. with STD Code:

+91 9893003202

Mobile:

Dr (Smt). Shampa Malhotra

Name of the IQAC Co-ordinator:

+91 9425017739

Mobile:

ssswcbhopal@yahoo.co.in

IQAC e-mail address:

MPCOGN 11415

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

EC/32/412 Date: 3-5-2004

1.4 **NAAC Executive Committee No. & Date:**

*(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution’s Accreditation Certificate)*

www.srisatyasaiedubpl.org

1.5 Website address:

College Website

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | B+ |  | 2004 |  |
| 2 | 2nd Cycle | Applied |  |  |  |
| 3 | 3rd Cycle |  |  |  |  |
| 4 | 4th Cycle |  |  |  |  |

01/07/2004

1.7 Date of Establishment of IQAC: DD/MM/YYYY

2014-15

**1.8 AQAR for the year *(for example 2010-11)***

1.9 Details of the previous year’s AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

1. AQAR\_2004-05 - 23/3/2005
2. AQAR\_2005-06 - 17/3/2006
3. AQAR\_2006-07 - 21/3/2007
4. AQAR\_2007-08 - 27/3/2008
5. AQAR\_2008-09 - 30/3/2009
6. AQAR\_2009-10 - 30/3/2010
7. AQAR\_2010-11 - 25/7/2014
8. AQAR\_2011-12 - 21/7/2014
9. AQAR\_2012-13 - 18/7/2014
10. AQAR\_2013-14 - 06/01/2015

1.10 Institutional Status

University - NA State Central Deemed Private

Affiliated College Yes No

√

Constituent College Yes No

√

Autonomous college of UGC Yes No

√

√

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

√

Type of Institution Co-education Men Women

√

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

√

√

√

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

√

√

√

Arts Science Commerce Law PEI (Phys Edu)

√

TEI (Edu) Engineering Health Science Management

  Computer Application and B.Sc. (H.Sc)

Others (Specify)

Barkatullah University Bhopal

1.12 Name of the Affiliating University *(for the Colleges)*

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

NA

Autonomy by State/Central Govt. / University

NO

NO

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

NO

NO

NO

NO

UGC-Special Assistance Programme DST-FIST

NA

NO

UGC-Innovative PG programmes Any other (*Specify*)

NO

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

05

10

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

2.4 No. of Management representatives

02

05

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

02

Community representatives

2.7 No. of Employers/ Industrialists

01

02

2.8 No. of other External Experts

30

2.9 Total No. of members

05

2.10 No. of IQAC meetings held

04

02

2.11 No. of meetings with various stakeholders. No. Faculty

02

02

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

√

If yes, mention the amount

3 lacks (April 2012-March 2017) 12th plan

2.13Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC -

Total No. International National State Institution Level

* Capacity Building for Teachers.
* Women’s empowerment and Entrepreneurship.
* Teaching in Smart classes.

3

3

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

* Timely submission of AQAR to NAAC.
* Procuring students feedback.
* Motivating departments to published departmental newsletters. A number of departments developed and published their newsletters promoting interdisciplinary awareness.
* Biannual interdisciplinary Research Journal “HIGHBROW” with ISSN no. 2350\_1154 was published- II vols. have been released.
* Three days residential camp based on Indian culture and Spirituality was organised.
* Inspirational lectures were conducted for students. Capacity building programs conducted for students. Various cultural and academic competitions were conducted by all the departments. Personality development cell established Study circle for students to enhance English communicative skills.

2.15 Plan of Action by IQAC/Outcome

The plan of action was chalked out by the IQAC in the beginning of the year towards quality

Enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| **Plan of Action** | **Achievements** |
| To conduct academic audit.  To conduct programmes for enhancement of soft skills and Communicative skills in English.  To conduct workshops for entrepreneurship development.  To conduct campus selection camp for placement.  To cater to the needs of slow learners through remedial classes.  To conduct awareness programs for Disaster Management.  To conduct capacity building programmes for teachers and students.  To conduct workshops for teaching in smart classes. | Meetings were held between IQAC and various departmental heads to monitor and discuss academic issues and progress. Teaching dairies of teachers and attendance registers of all students were checked and attested by the Principal.  Workshops were organised for development of soft skills. Crash courses were conducted by Department of English for communicative skills.  Experts from different fields were invited for career counselling.  Campus selection programmes were conducted.  Remedial classes for all subjects were conducted.  One day workshop was conducted with practical training for students and teachers.  One day workshops were conducted separately for students and teachers.  Workshops were conducted for teachers by Computer Department. |

*\* Attach the Academic Calendar of the year as Annexure I.* **Enclosed**

2.16 Whether the AQAR was placed in statutory body Yes No

√

√

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed before the management for their views and suggestions. Their suggestions were considered and incorporated by the cell for quality enhancement.

Part – B

**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
| PhD | 01 | - | - | - |
| PG | 10 | - | - | - |
| UG | 05 | - | - | - |
| PG Diploma | 01 | - | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | - | - | - | - |
| Others(B.Ed.) | 01 | - | - | - |
| **Total** | 18 | - | - | - |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | - | - | -- | - |
| Innovative | - |  | - | - |

1.2 (i) Flexibility of the Curriculum: Elective option

(ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | 16 |  |  |  |
| Trimester | - |
| Annual | 01 |

√

√

√

1.3 Feedback from stakeholders\* Alumni Parents Employer s Students

***(On all aspects)***

√

As per

Mode of feedback : Online Manual

Co-operating schools (for PEI)

***\*Please provide an analysis of the feedback in the Annexure II. Enclosed***

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

As per department of Higher education and Barkatullah University Bhopal

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| - | 60(including Principal) | - | - |  |

2.1 Total No. of permanent faculty

38

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
| R | V | R | V | R | V | R | V | R | V |
|  |  |  |  |  |  |  |  |  |  |

2.4 No. of Guest and Visiting faculty and Temporary faculty

11

**-**

-

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops | 02 | 09 | - |
| Presented papers | - | - | - |
| Resource Persons | - | 03 | - |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Smart Classes, Audio video aids, Models, Subjects based charts, OHP presentation, Quiz, Brain storming sessions and group discussion.

2.7 Total No. of actual teaching days during this academic

180

year

2.8 Examination/ Evaluation Reforms initiated by

the Institution (for example: Open Book Examination,

Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Exams are conduct by Barkatullah University. Evaluation is also done by University.

2.9 No. of faculty members involved in curriculum

09

restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

75%

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division | | | | | |
| Distinction % | I % | II % | III % | Pass % | |
| B.Com | 192 | Still Awaited | 71% | 29% | - | 97.39% | |
| B.Sc | 100 | - | 72.70% | 27% | - | 88% | |
| BCA | 37 | - | 64.86% | 32.43 | - | 100% | |
| BA | 24 | - | 58.3% | 29.16% |  | 87.5% | |
| B.Sc(H.Sc) | nil | - | - | - | - | - | |
| MA(English) | 03 | - | 33.33% | 66.66% | - | 100% |
| MA(History) | 01 | - | - | - | - | Result awaited |
| MA(Pol.Sc) | 05 | - | 100% | - | - | 100% |
| MA(Hindi) | 01 | - | 100% | - | - | 100% |
| M.Sc(Maths) | 11 | - | 54.5% | 17.77% | - | 72.27% |
| M.Sc(Computer Science) | 10 | - | 100% | - | - | 100% |
| M.Sc (Chemistry) | 09 | - | 77% | 11% | - | 88% |
| M.Sc(Zoology) | 04 | - | 75% | - | - | 75% |
| M.Sc(Biotech) | 03 | - | 100% | - | - | 100% |
| M.Com | 22 | - | 81% | 19% | - | 95.45% |
| B.Ed | Zero year | - | - | - | - | - |
| PGDCA | 02 | - | 50% | - | - | 50% |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Monthly teaching plan and report is prepared by all teachers. In the beginning of the session HODs allocate portion from the syllabus to all the faculty members. Review meeting are held periodically to verify the progress. Teaching diary of all faculty members is checked and signed by HODs. CCE and JOP of students and University results are reviewed and necessary action taken.

2.13 Initiatives undertaken towards faculty development

|  |  |
| --- | --- |
| ***Faculty / Staff Development Programmes*** | ***Number of faculty benefitted*** |
| Refresher courses | 01 |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | 01 |
| Faculty exchange programme | - |
| Staff training conducted by the university | - |
| Staff training conducted by other institutions | - |
| Summer / Winter schools, Workshops, etc. | Annual camp based on Indian Culture and spirituality- for both students and teachers. |
| Others | 02 Ph.D coursework |

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of Permanent  Employees | Number of Vacant  Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 21 | Nil | Nil | Nil |
| Technical Staff | 10 | Nil | Nil | 01 |

**Criterion – III**

**3. Research, Consultancy and Extension**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

* Encouraging teachers to take up major and minor research projects.
* Present research papers, participate in seminar and conferences.
* To involve students in research activities by facilitating and inspiring them for in depth studies, by providing books and well equipped labs.
* Two Research scholars, one in Hindi and one in Botany were awarded Ph.D. in the session.

3.2Details regarding major projects - Nil

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number |  |  |  |  |
| Outlay in Rs. Lakhs |  |  |  |  |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 05 | 03 | - | - |
| Outlay in Rs. Lakhs | - | - | 540000 | - |

Note:- Projects of 2 more teachers have been approved by UGC, but sanction amount is awaited.

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | 27 | 80 |  |
| Non-Peer Review Journals |  |  |  |
| e-Journals |  |  | 18 |
| Conference proceedings | 4 | 1 |  |

3.5 Details on Impact factor of publications:

0.614 - 4.43

1.8462

nil

Range Average h-index

nil

Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | Duration  Year | Name of the  funding Agency | Total grant  sanctioned | Received |
| Major projects | - | - | - | - |
| Minor Projects | 2 year | UGC | 540000 | 285000 |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects  *(other than compulsory by the University)* | - | - | - | - |
| Any other(Specify) | - | - | - | - |
| Total | 2 year | UGC | 540000 | 285000 |

Note:- Projects of 2 more teachers have been approved by UGC, but sanction amount is awaited.

3.7 No. of books published i) With ISBN No. 02 Chapters in Edited Books-14

01

ii) Without ISBN No. List attach- NA

3.8 No. of University Departments receiving funds from -NA

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

UGC

93500

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level | International | National | State | University | College |
| Number | - | NIL | - | - | - |
| Sponsoring agencies | - | - | - | - | - |

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

UGC

From funding agency From Management of University/College

Total

540000

Note:- Projects of 2 more teachers have been approved by UGC, but sanction amount is awaited.

3.16 No. of patents received this year- NA

|  |  |  |
| --- | --- | --- |
| Type of Patent |  | Number |
| National | Applied |  |
| Granted |  |
| International | Applied |  |
| Granted |  |
| Commercialised | Applied |  |
| Granted |  |

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year: NIL

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
|  |  |  |  |  |  |  |

3.18 No. of faculty from the Institution

05

who are Ph. D. Guides

19

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution -NIL

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) -

01

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level International level National level

01

03

3.22 No. of students participated in NCC events: CATC

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

01

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

√ (Environment cell, Red cross society)

University forum College forum

B. Ed.

√

√

ational lectures conducted for students

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Tree Plantation, Women’s leadership camp, Marathon rally on voting awareness, rally against social evil, Human chain against use of polythene, Visit to Old age homes, Shramdan for environment cleanliness, Blood testing and donation camp, Aids awareness program etc. As a part of institutional social responsibility solar water heater has been installed in the hostel to save electricity. Rain water harvesting was done to conserve water.

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | 19acres  76918sqm |  |  |  |
| Class rooms | 54 |  |  |  |
| Laboratories | 15 |  |  |  |
| Seminar Halls | 03 |  |  |  |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | Nil |  |  |  |
| Value of the equipment purchased during the year (Rs. in Lakhs) | Nil |  |  |  |
| Others |  |  |  |  |

4.2 Computerization of administration and library

Fully computerized office and Library. The library provide open access to staff and students. Journals and magazines and also kept in open racks. CCTV has been installed for security purposes. A Network resource centre has been stabilised in library. INFLIBNET NLIST

4.3 Library service:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Existing | | Newly added | | Total | |
| No. | Value | No. | Value | No. | Value |
| Text Books | 32248 | 5126455 | 266 | 173171 | 32595 | 6855100 |
| Reference Books | 48 | 81379 | 81 | 74328 | 129 | 155708 |
| e-Books | - | - | - | - | - | - |
| Journals | 42 | 63585 | 6 | 12,300 | 45 | 89540 |
| e-Journals | - | - | - | - | - | - |
| Digital Database | - | - | - | - | - |  |
| CD & Video | 51 | 19833 | 13 | Donated for visually handicapped | 64 | 19833 |
| Others (specify) | - | - | - | - | - | - |

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | | Office | Depart-ments | Others |
| Existing | 118 | 02 | Available in 13 dept, 2 mbps based line  Library- 2  Office-7  Kiosk-1  Advisors room-1  Hostel-Nil | 03 | | 03 | 12 | 17 | Wi Fi zone 400m range Linux lab facility (Laptop minor project) |
| Added | Nil | Nil | Nil | Nil | | Nil | Nil | Nil | Nil |
| Total |  |  |  |  | |  |  |  |  |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. Every department has been provided with Computers and Broadband internet connectivity.

2. We have an internet centre for students and teachers for browsing and download of if requirement.

3. Students are encourage to make power point presentation for their projects.

4. Smart Classes.

4.6 Amount spent on maintenance in lakhs:

2.7

i) ICT

1.82

ii) Campus Infrastructure and facilities

0.4

iii) Equipments

2.75

iv) Others

7.67

**Total:**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. The institution publishes its updated prospectus annually. The information content this emanated to the students at the beginning of the academic year.

2. Reception counter was stabilised for providing information to visitors and students.

3. Phone and reprography internet facility provided for student and teachers.

4. Advisor advisee is followed. The teacher advisor is constantly available to provide necessary guidance to the student in choosing their career.

5.2 Efforts made by the institution for tracking the progression

The institution maintains record of all students from the first to the final semester in both UG and PG. Beyond this the alumnae association tracks the progression and maintains consistent correspondence with alumnae.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 1020 | 135 | 19 | 100 |

5.3 (a) Total Number of students

(b) No. of students outside the state

09

NIL

(c) No. of international students

|  |  |
| --- | --- |
| No | % |
|  |  |

|  |  |
| --- | --- |
| No | % |
| 100 | % |

Men Women

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Year | | | | | | | This Year | | | | | |
| General | | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged/ Minority | Total |
| 726 | 101 | | 28 | 409 | NIL | 1264 | 704 | 96 | 25 | 398 | 32 | 1255 |

Demand ratio       Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Counselling, Career guidance and Placement cell guide the students towards meaning full jobs as the logical corollary IFBI- coaching for banking examination and provide placement to students. To their educational pursuits. However, it is gratifying to record that many students get employed after the completion their studies on their own efforts.

09

No. of students beneficiaries

5.5 No. of students qualified in these examinations:

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

The key activity of the career guidance and placement cell include orientation of student for employment honing their soft skills, acquiring additional skills for example commutative skills. Experts from different fields are invited to interact with the students and make them aware of different career opportunities. Seminar and workshops are organised for honing soft skills and communicative skills. Campus selection camps are organised.

500 approx

No. of students benefitted

5.7 Details of campus placement

|  |  |  |  |
| --- | --- | --- | --- |
| ***On campus*** | | | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| Nil | Nil | Nil | 09 |

5.8 Details of gender sensitization programmes:

Experts in the field were invited to deliver lectures on women health and hygiene and women rights and responsibilities.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

01

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

NIL

NIL

08

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

02

NIL

02

NIL

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number of  students | Amount |
| Financial support from institution | 57 | 263550/- |
| Financial support from government | 43 | 224000/- |
| For Reserved category | 15 | Amount awaited |
| Financial support from other sources | 01 | 3000/- |
| Number of students who received International/ National recognitions | - | - |

5.11 Student organised / initiatives: NIL

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

06

5.13 Major grievances of students (if any) redressed:

We have a grievance redressal cell which monitors and redresses the grievances of students as and when required. No major grievances were observed.

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**MISSION STATEMENT**

In this college, the medium is discipline; the first, second and third languages are Love, Service and Sadhana.

**VISION**

We envision the emancipation and empowerment of women through value based education enabling them to participate actively in the work of nation-building and social reconstruction.

6.2 Does the Institution have a management Information System

NO

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

6.3.1 Curriculum Development

We follow the curriculum prescribed by Barkatullah University, Bhopal and Department of Higher Education Govt of M.P. We have no autonomy in curriculum development. The institution focuses on the all-round development of students therefore besides academics we emphasize on extracurricular activities and development of soft skills. Communicative skills in English and personality grooming are significant to ensure employability. Various competitions, lectures, training programs and workshops are conducted throughout the year for personality and skill development. Teachers are encouraged to employ learner friendly methods for curriculum delivery and teaching.

6.3.2 Teaching and Learning

Since the Institution aims at upliftment and education of girls our first need is to develop interest among students for in-depth and analytical studies. Meaning full learning is initiated through guided teaching and library assignments. ICT enabled teaching learning process has made students active participants in the class. We make use of audio visual aids for teaching. Students make presentation in the class room they are encouraged to prepare subject based charts and posters. Brain storming sessions are conducted in the class rooms. Subject based quiz is also organised. Students are encouraged to write research papers and dissertation. Enquiry based learning is provided through community service, industrial visit and field work. Cooperative learning is facilitated through project work, group activities and role plays. Peer learning is promoted within and outside class rooms

6.3.3 Examination and Evaluation

University conducts examination and is responsible for evaluation. We follow semester system with continuous comprehensive evaluation. HODs and teachers monitor the performance of the students by analysing the examination results. CCE includes class room performance, term assignments, Punctuality, regularity and general behaviour. They are also evaluated on the basis of their performance in extracurricular activities.

6.3.4 Research and Development

Teachers are encouraged to take up research projects with UGC and other funding agencies. To inculcate a spirit for research students are guided and facilitated for in-depth studies and analysis. Teachers and students attend seminars and present papers. Teachers are involved in UGC minor or major projects and publish papers in research journals. Some of our teachers are registered research guides. Students are also encouraged to do dissertation and write research paper.

6.3.5 Library, ICT and physical infrastructure / instrumentation

To make optimum use of the available resources and infrastructure, the college is held in overlapping shifts.

6.3.6 Human Resource Management

We have a cell for HRM which looks after the welfare of the employees. It also considers the optimum utilisation of the available Human Resource.

6.3.7 Faculty and Staff recruitment

Faculty is recruited through demo teaching and interview held under College Code 28. Other staff members are directly recruited by the management.

6.3.8 Industry Interaction / Collaboration

* Pt. Kunjilal Dubey Rashtriya Sansadiya Vidhyapeath, Bhopal.
* Faculty of Education has an MOU with Bhoj University.
* Atal Bihari Vajpayee Hindi Vishwa vidyalaya, Bhopal.

6.3.9 Admission of Students

As per the instruction of the Department of Higher Education Govt of M.P, Online admissions are conducted. We receive a list of student to be admitted to the various streams and admissions are made as per University norms.

6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching | ESI for those below pay Rs 15000/- |
| Non teaching |
| Students | Financial support to needy student is provided. There is provision for sister concession also.  Books from departmental book bank are provided to needy students. |

Total fund available on general reserve 587.88 lacks.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

√

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Audit Type | External | | Internal | |
| Yes/No | Agency | Yes/No | Authority |
| Academic | - | - | Yes | Principal |
| Administrative | - | - | Yes | Principal |

6.8 Does the University/ Autonomous College declare results within 30 days?

√

For UG Programmes Yes No

√

For PG Programmes Yes No

**Note**: Exams are conducted by the University and generally results are declared within 30 days.

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

University holds meetings of Principals of different colleges and invites their suggestions and opinions for examination reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumnae Association

The association organizes activities from time to time and also supports the institution in its social activities. The association publishes its magazine Sai Sagar.

The association also organises a get together annually along with the teachers in the college.

6.12 Activities and support from the Parent – Teacher Association

Teachers interact with the parents periodically to solve the issues and problems of their wards. PTM is held once in every semester. We invite views and suggestions from parents regarding our programs and teaching learning processes. Feedback is taken from them.

6.13 Development programmes for support staff

NA

6.14 Initiatives taken by the institution to make the campus eco-friendly

Neat and clean campus with a good garden is maintained. A large strip of land is maintained as green belt. Plenty of pots and planters are kept all over the campus. Tree plantation is done every year. We also have a small gardens for medicinal plants, desert plants, Navagrah garden and Butterfly garden. Efforts are made to make the campus polythene free. Water harvesting system established for water conservation and solar panel is used for energy conservation.

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution Give details.

* 3 days residential camp based on Indian culture and Spirituality.
* Bi-annual inter-disciplinary Research Journal with ISSN no. was published. October’14 and April’15 two issues have been released.
* Departmental news letters were released.
* In-house training for JOP was conducted by various departments which led to fund generation.
* Various skill development programmes and capacity building programmes were conducted for students and teachers.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the

beginning of the year

* Remedial classes were conducted to help slow learners. To improve their academic performance.
* It was planned that more professional courses be introduced Preparation for introducing B.A LLB and LLB is in process.
* To invite NAAC for second cycle of accreditation. Preparations are going on.
* To expose teachers to new frontiers of knowledge and current trends in education.
* To enhance sports facilities play ground and court are being prepared.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

* Value based education and Spiritual awakening.
* To empower women through education, Skill development and counselling.

*\*Provide the details in annexure III (annexure need to be numbered as i, ii,iii)****Enclosed***

7.4 Contribution to environmental awareness / protection

The college has an Environment cell which organises awareness programmes. Experts from the field are invited to interact with the students. Clean pollution free campus is maintained. Awareness is created and students are sensitized about their responsibilities in environmental conservation.

Experts from the feild

√

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strengths:**

* Location in state capital.
* A team of highly qualified, efficient and full time teachers facilitate the student. There is a strong bond and a high level of interaction between faculty and students.
* Adequate infrastructure, well equipped labs, pollution free environment, rich fully computerised library, computer and network resource centre, canteen and campus hostel.
* Healthy work culture in a close-knit homely atmosphere.

**Weakness:**

* We have no autonomy in syllabus framing, policy making and admission procedure.
* Underfunding in departments and programs.
* Lack of professional courses.
* Inadequate capital funds to support all that we want to do.
* Poor student strength in some programs almost leading to closure of the program.

**Opportunities:**

* Good infrastructure and teaching resources gives us the opportunity to initiate new programmes.
* Qualified teachers, well equipped labs and network resource centre facilitate research.
* Rich central and Departmental libraries with internet facility is a boon for students, researchers and teachers.

**Threat:**

* Growing competition from nearby colleges.
* Risk of losing competent faculty and staff for genuinely better opportunities in other institutions.
* Less demand for traditional UG and PG courses.

8. **Plans of institution for next year**

* The Institution plans to apply for RUSA and Fist.
* To introduce new programs like B.A LLB and LLB.
* To start courses in communicative skills in English, Functional Hindi and Computer literacy for students of all faculties.
* To initiate development programs for support staff.
* To establish a system for human resource management.
* More teachers to register as research guides and establish research departments.
* Participation in resource sharing network/Consortia like INFLIBNET through NLIST program.
* To publish departmental research journals.
* To develop a system which will facilitate students to assess their learning and growth. To conduct capacity building programmes for students.
* To conduct quality related workshops and seminars.
* To develop a practise of regular annual SWOT analysis.

*Name* Dr (Smt). Shampa Malhotra *Name* Dr (Smt). Sudha Pathak

*HOD English Department Principal*

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

*Director, IQAC*

*(Dr. Jyotsna Galgale)*

*HOD, Physics*

**Annexure I**

**Abbreviations:**

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

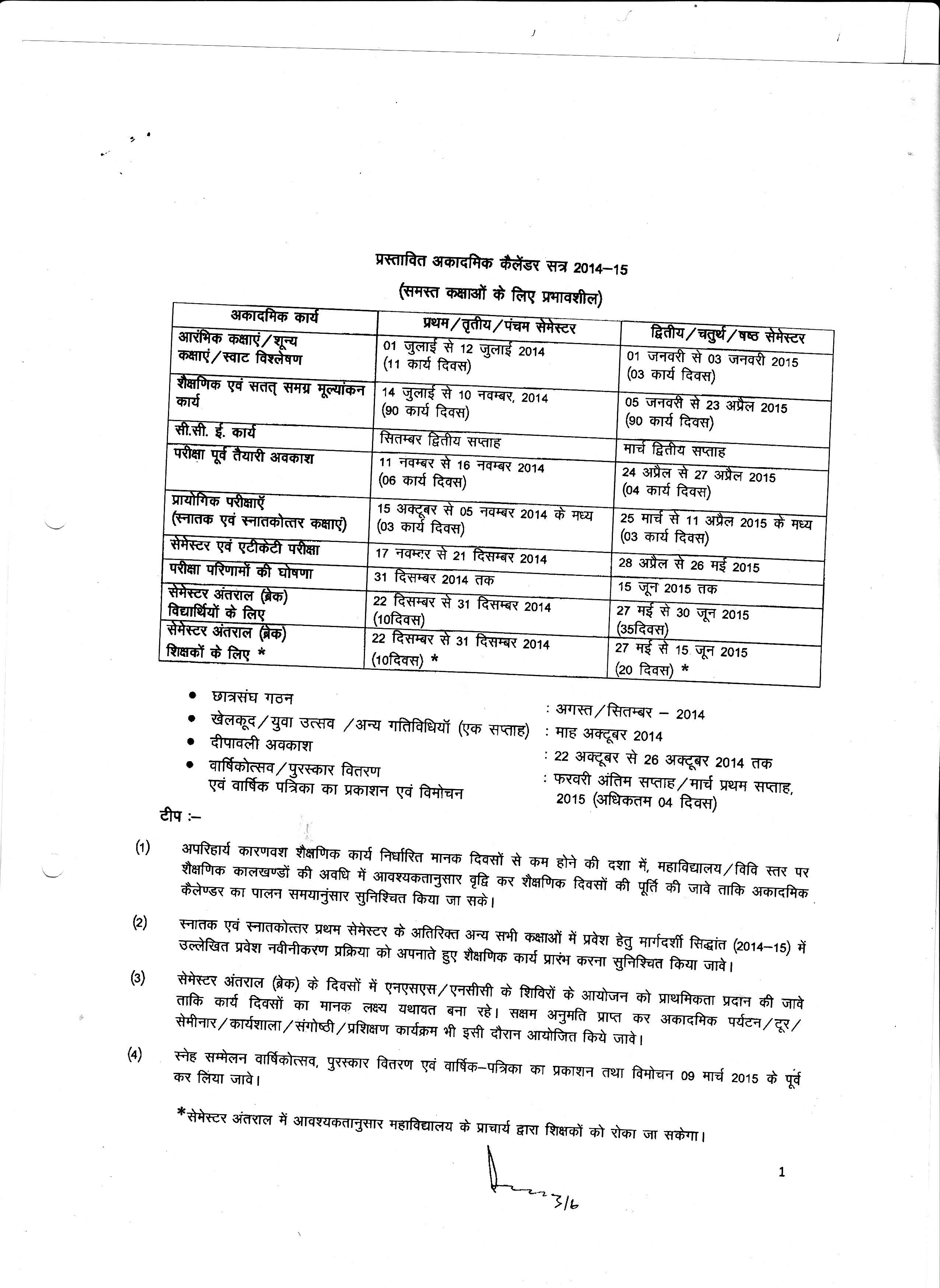
TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**ANNEXURE I**



**ANNEXURE II**

**SRI SATHYA SAI COLLEGE FOR WOMEN**

**BHOPAL**

****

**ANALYTICAL REPORT**

**OF**

**FEEDBACK FORMS**

**2014-15**

**INDEX**

1. Introduction
2. Analysis of Students’ Feedback
3. Analysis of Parents’ Feedback
4. Analysis of Alumni Feedback
5. Analysis of Stakeholders’ Feedback
6. Conclusion

**INTRODUCTION**

**“Education is for life, not merely for living. It’s sole aim is to unite the qualities of Head, Heart and Hands. So that you are better equipped to serve yourself, the family, society and the Nation.”**

* **Bhagwan Sri Sathya Sai Baba.**

With this in mind Sri Sathya Sai College for Women, Bhopal was established. Our objective is not only to enable our students earn a living but also to acquire good traits and lead ideal lives.

In the modern context education has been commercialized. It is being looked upon as a commodity of which students are consumers. Therefore, consumer’s satisfaction becomes the prime objective of education today. Career oriented education has become the trend and the objective of modern education. While the career aspect cannot be neglected, we as educationist of an educational institute like Sri Sathya Sai College for Women, Bhopal, feel that **Education is for life and not just for living**. Providing value based education gives our institution a distinct status.

To keep ourselves apprised of the views and suggestions of the students and their parents regarding the institution, questionnaires were prepared for students and parent’s alumni and stockholders separately. On the basis of the data collected an analysis has been made consisting of four parts. The first part consists of the students Questionnaires prepared by the college, which were circulated among the students of the college. Similarly, second part was provided to the parents. The third part consists of the Alumni and the fourth part was for the Stockholders.

Four formats were circulated among 172 graduate and post graduate students at random of various faculties. The analytical results obtained have been placed in the form of tables. The above exercises have been done on random sampling method, which is commonly adopted method.

On the whole, these questionnaires are of paramount importance to the college administration, in order to study and analyze the students’ evaluation for the improvement of the college administration, atmosphere and various educational facilities.

**STUDENT FEEDBACK**

**(Designed by the College Feedback Committee)**

**ANALYSIS OF STUDENT FEEDBACK FORMS**

***Students are always welcomed for suggestions and giving views. An educational institution is the main source of students overall development. They are acknowledged by inviting their feedbacks to fulfill their expectations and aspirations.***

***A random questionnaire regarding the facilities provided by the college was prepared for the students of the college inviting their views.***

***Data so collected was tabulated and was subjected to the statistical analysis. This analysis was very motivating and encouraging for the college. The views and suggestions of the students have been reviewed and balanced decisions have been made for their betterment.***

***The analysis is as follows…..***

|  |  |  |
| --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky**  **Nk=kvksa ds fy;s QhMcSd QkeZ** | | |
| uke &  d{kk &  egkfo|ky; esa izos’k l= &  Qksu ua- &  **uksV%& d`i;k lgh fodYi ij fVd yxk;sa ¼✓½**  vfr mRre mRre larks"kizn | | |
| 1. | egkfo|ky; esa f'k{kk dk Lrj ,oa vuq'kklu A |  |
| 2. | egkfo|ky; esa miyC/k vk/kkjHkwr lqfo/kk,¡ tSls & is;ty] ikfdZax] izkFkfed fpfdRlk] dsUVhu vkfn A |  |
| 3. | egkfo|ky; esa miyC/k iqLrdky; lqfo/kk A |  |
| 4. | egkfo|ky; dh iz;ksx'kkyk ,oa dEI;wVj lqfo/kk A |  |
| 5. | egkfo|ky; esa vk;ksftr O;fDrRo fodkl laca/kh O;k[;ku ls vkids O;fDrRo esa ldkjkRed ifjorZu dh laHkkoukA |  |
| 6. | vkidh n`f"V esa egkfo|ky; esa f'k{kd Nk= laca/kA |  |
| 7. | egkfo|ky; esa vk;ksftr ekuo ewY; vk/kkfjr f'k{kk ,oa f'kfoj dk vkids pkfjf=d fodkl esa ;ksxnkuA |  |
| 8. | egkfo|ky; esa [ksydwn ,oa vkRej{kk gsrq izf'k{k.k dk LrjA |  |
| 9. | egkfo|ky; esa ,ulhlh-] ,u,l,l-] lkaLd`frd o lkekftd xfrfof/k;ksa dk LrjA |  |
| 10. | egkfo|ky; esa jkstxkj laca/kh izf'k{k.k] dk;Z'kkyk ,oa O;k[;kuA |  |

fnukad &

LFkku & gLrk{kj

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky** | | | | | | | | | |
| **Nk=k fo’ys"k.k i=d 2014&15** | | | | | | | | | |
| **lHkh ladk;ksa dh Nk=kvksa ds jsUMe QhMcSd** | | | | | | | | | |
| **dqy Nk=k la[;k & 325** | | | | | | | | | |
| **izfr’kr vuqlkj fjiksVZ** | | | | | | | | | |
|  | | | |  |  |  |  |  |  |
|  | | | |  |  |  | vfr mRre | mRre | larks"kizn |
|  |  |  |  |  |  |  |  |  |  |
| 1 | egkfo|ky; esa f'k{kk dk Lrj ,oa vuq'kklu A | | | | | | 58.5 | 35.1 | 6.5 |
|  |  |  |  |  |  |  |  |  |  |
| 2 | egkfo|ky; esa miyC/k vk/kkjHkwr lqfo/kk,¡ tSls & is;ty] ikfdZax] izkFkfed fpfdRlk] dsUVhu vkfnA | | | | | | 25.9 | 51.7 | 22.5 |
|  |  |  |  |  |  |  |  |  |  |
| 3 | egkfo|ky; esa miyC/k iqLrdky; lqfo/kk A | | | | | | 53.3 | 31.4 | 14.8 |
|  |  |  |  |  |  |  |  |  |  |
| 4 | egkfo|ky; dh iz;ksx'kkyk ,oa dEI;wVj lqfo/kk A | | | | | | 40.6 | 35.4 | 24 |
|  |  |  |  |  |  |  |  |  |  |
| 5 | egkfo|ky; esa vk;ksftr O;fDrRo fodkl laca/kh O;k[;ku ls vkids O;fDrRo esa ldkjkRed ifjoZu dh laHkkoukA | | | | | | 45.5 | 43.4 | 11.4 |
|  |  |  |  |  |  |  |  |  |  |
| 6 | vkidh n`f"V esa egkfo|ky; esa f'k{kd Nk= laca/kA | | | | | | 56.3 | 37.8 | 5.8 |
|  |  |  |  |  |  |  |  |  |  |
| 7 | egkfo|ky; esa vk;ksftr ekuo ewY; vk/kkfjr f'k{kk ,oa f'kfoj dk vkids pkfjf=d fodkl esa ;ksxnkuA | | | | | | 49.5 | 39.7 | 10.8 |
|  |  |  |  |  |  |  |  |  |  |
| 8 | egkfo|ky; esa [ksydwn ,oa vkRej{kk gsrq izf'k{k.k dk LrjA | | | | | | 46.5 | 40.3 | 13.2 |
|  |  |  |  |  |  |  |  |  |  |
| 9 | egkfo|ky; esa ,ulhlh-] ,u,l,l-] lkaLd`frd o lkekftd xfrfof/k;ksa dk LrjA | | | | | | 52.9 | 35.7 | 11.4 |
|  |  |  |  |  |  |  |  |  |  |
| 10 | egkfo|ky; esa jkstxkj laca/kh izf'k{k.k] dk;Z'kkyk ,oa O;k[;kuA | | | | | | 39.1 | 43.7 | 17.2 |

**STUDENT’S FEEDBACK ANALYSIS**

**PARENTS’ FEEDBACK**

**(Designed by the College Feedback Committee)**

**ANALYSIS OF PARENTS’ FEEDBACK FORMS**

***The influence of parents on the children’s minds is very significant. It is actually the primary and dominant influence on the child’s personality and behavior pattern.***

***Their opinions, suggestions and their views all count in the betterment of the child as well as the institution. The father and the mother must supplement at home the training given by the teacher at school and college.***

***A questionnaire was prepared seeking the opinion of the parents. The data so calculated was statistically analyzed.***

***The analysis is as follows…..***

|  |  |  |
| --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky**  **vfHkHkkodksa ds fy;s QhMcSd QkeZ** | | |
| uke &  d{kk ftlesa Nk=k v/;;ujr~ gS &  egkfo|ky; esa izos’k l= &  Qksu ua- &  **uksV%& d`i;k lgh fodYi ij fVd yxk;sa ¼✓½**  gk¡ ugh sa larks"kizn | | |
| 1. | D;k vki bl egkfo|ky; dks 'kgj ds mRd`"V egkfo|ky; dh Jss.kh esa j[krs gSa \ |  |
| 2. | egkfo|ky; dh Nk=kvksas dks feyus okyh fofHkUu Nk=o`fRr;ksa ls vki larq"V gSa \ |  |
| 3. | D;k vki egkfo|ky; esa Nk=&f'k{kd laca/k ls larq"V gSa \ |  |
| 4. | D;k egkfo|ky; ds ,aVh jSfxax izdks"B ds dk;Z ls vki larq"V gSa \ |  |
| 5. | D;k bl egkfo|ky; ds vuq'kkluc)rk dks vki mfpr ekurss gSa \ |  |
| 6. | D;k egkfo|ky; esa fn;s tkus okys ewY; vk/kkfjr O;k[;ku ,oa vk/;kfRed f'kfoj] Nk=k ds pfj= fuekZ.k esa lgk;d gS \ |  |
| 7. | egkfo|ky; esa nh xbZ 'kkjhfjd vkRej{kk izf'k{k.k ls vki larq"V gSa \ |  |
| 8. | D;k le; ds lkFk egkfo|ky; esa ljkguh; ifjorZu vkSj f'k{kk ds Lrj esa lq/kkj gqvk gS \ |  |
| 9. | D;k egkfo|ky; esa izpfyr fo"k;&la;kstu Nk=kvksa dh vfHk:fp ds vuq:i gS \ |  |
| 10. | D;k egkfo|ky; Hkou Nk=kvksa dh la[;k ds vuq:i gSS \ |  |

fnukad &

LFkku & gLrk{kj

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky** | | | | | | | | | |
| **vfHkHkkod QhMcSd fo'ys"k.k i=d 2014&15** | | | | | | | | | |
| **dqy QkeZ la[;k & 191** | | | | | | | | | |
| **izfr'kr vuqlkj fjiksVZ** | | | | | | | | | |
|  | |  |  |  |  |  | gk¡ | ugha | larks"kizn |
| 1 | D;k vki bl egkfo|ky; dks 'kgj ds mRd`"V egkfo|ky; dh Jss.kh esa j[krs gSa \ | | | | | | 87.4 | 5.2 | 6.8 |
|  |  | | | | | |  |  |  |
| 2 | egkfo|ky; dh Nk=kvksas dks feyus okyh fofHkUu Nk=o`fRr;ksa ls vki larq"V gSa \ | | | | | | 49.4 | 29.3 | 21.7 |
|  |  | | | | | |  |  |  |
| 3 | D;k vki egkfo|ky; esa Nk=&f'k{kd laca/k ls larq"V gSa \ | | | | | | 89.0 | 1.57 | 7.85 |
|  |  |  |  |  |  |  |  |  |  |
| 4 | D;k egkfo|ky; ds ,aVh jSfxax izdks"B ds dk;Z ls vki larq"V gSa \ | | | | | | 93.1 | 2.09 | 3.14 |
|  |  |  |  |  |  |  |  |  |  |
| 5 | D;k bl egkfo|ky; ds vuq'kkluc)rk dks vki mfpr ekurss gSa \ | | | | | | 85.9 | 3.6 | 5.6 |
|  |  |  |  |  |  |  |  |  |  |
| 6 | D;k egkfo|ky; esa fn;s tkus okys ewY; vk/kkfjr O;k[;ku ,oa vk/;kfRed f'kfoj] Nk=k ds pfj= fuekZ.k esa lgk;d gS \ | | | | | | 84.3 | 3.6 | 9.9 |
|  |  | | | | | |  |  |  |
| 7 | egkfo|ky; esa nh xbZ 'kkjhfjd vkRej{kk izf'k{k.k ls vki larq"V gSa \ | | | | | | 68.5 | 10.9 | 18.3 |
|  |  |  |  |  |  |  |  |  |  |
| 8 | D;k le; ds lkFk egkfo|ky; esa ljkguh; ifjorZu vkSj f'k{kk ds Lrj esa lq/kkj gqvk gS \ | | | | | | 72.7 | 14.1 | 16.2 |
|  |  | | | | | |  |  |  |
| 9 | D;k egkfo|ky; esa izpfyr fo"k;&la;kstu Nk=kvksa dh vfHk:fp ds vuq:i gS \ | | | | | | 77.4 | 10.4 | 12.0 |
|  |  | | | | | |  |  |  |
| 10 | D;k egkfo|ky; Hkou Nk=kvksa dh la[;k ds vuq:i gSS \ | | | | | | 71.2 | 15.1 | 11.5 |

**PARENT’S FEEDBACK ANALYSIS**

**ALUMNI FEEDBACK**

**(Designed by the College Feedback Committee)**

**ANALYSIS OF ALUMNI FEEDBACK FORMS**

*We learn through experience, and the student life is full of different kinds of experiences. Therefore the experience of alumni is precious for us. Every alumni member is our leader and our guide. Your voice makes a difference.*

*A questionnaire was prepared and distributed among the college alumni association members. The views and suggestions of the alumni have been reviewed and the analysis is as follows…..*

|  |  |  |
| --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky**  **iwoZ Nk=kvksa (Alumni) ds fy;s QhMcSd QkeZ** | | |
|  | uke & |  |
|  | d{kk ftlesa izos’k fy;k Fkk & |  |
|  | egkfo|ky; esa izos’k l= & |  |
|  | Qksu ua- &  **uksV%& d`i;k lgh fodYi ij fVd yxk;sa ¼✓½** | gk¡ ugha larks"kizn |
| 1. | D;k vki bl egkfo|ky; dks 'kgj dk izfrf"Br egkfo|ky; ekurh gSa \ |  |
| 2. | D;k bl egkfo|ky; dh iwoZ Nk=k gksus ds ukrs vki Lo;a dks xkSjkokfUor le>rh gSa \ |  |
| 3. | D;k bl egkfo|ky; }kjk iznku fd;s tkus okys LojkstxkjksUeq[kh izf’k{k.k dk;ZØe vkidks jkstxkj dh n`f"V ls mfpr yxs \ |  |
| 4. | D;k egkfo|ky; esa vkids foHkkxk/;{k ,oa f’k{kdx.k izsj.kknk;h ,oa ekxZn’kZd jgs \ |  |
| 5. | D;k bl egkfo|ky; esa miyC/k iqLrdky;] iz;ksx’kkyk o dEI;wVj lsokvksa dk iz;ksx djus esa vki lgt Fks \ |  |
| 6. | D;k egkfo|ky; }kjk vk;ksftr dh tkus okyh fofHkUu f’k{k.kksRrj xfrfof/k;k¡ vkids O;fDrRo fodkl esa lgk;d fl) gqbZ \ |  |
| 7. | D;k vkidks egkfo|ky; Nk=kokl dk okrkoj.k ldkjkRed yxk \ |  |
| 8. | D;k egkfo|ky; esa iznku dh tkus okyh ewY;ijd o vk/;kfRed f’k{kk ls vki ykHkkfUor gq, gSa \ |  |
| 9. | D;k vki egkfo|ky; ds iwoZ Nk= laxBu esa lfEefyr gSa@gksuk pkgsaxs \ |  |
| 10. | D;k vki egkfo|ky; ds fodkl esa viuk ;ksxnku nsuk pkgsaxs \ |  |

fnukd &

LFkku & gLrk{kj

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky** | | | | | | | | | |
| **iwoZ Nk=kvksa** (Alumni) **ds fy;s QhMcSd QkeZ**  **fo'ys"k.k i=d 2014&15** | | | | | | | | | |
| **dqy QkeZ la[;k & 13** | | | | | | | | | |
| **izfr'kr vuqlkj fjiksVZ** | | | | | | | | | |
|  | |  |  |  |  |  | gk¡ | ugha | larks"kizn |
| 1 | D;k vki bl egkfo|ky; dks 'kgj dk izfrf"Br egkfo|ky; ekurh gSa \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 2 | D;k bl egkfo|ky; dh iwoZ Nk=k gksus ds ukrs vki Lo;a dks xkSjkokfUor le>rh gSa \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 3 | D;k bl egkfo|ky; }kjk iznku fd;s tkus okys LojkstxkjksUeq[kh izf’k{k.k dk;ZØe vkidks jkstxkj dh n`f"V ls mfpr yxs \ | | | | | | 92.3 | 0.0 | 6.7 |
|  |  |  |  |  |  |  |  |  |  |
| 4 | D;k egkfo|ky; esa vkids foHkkxk/;{k ,oa f’k{kdx.k izsj.kknk;h ,oa ekxZn’kZd jgs \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 5 | D;k bl egkfo|ky; esa miyC/k iqLrdky;] iz;ksx’kkyk o dEI;wVj lsokvksa dk iz;ksx djus esa vki lgt Fks \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 6 | D;k egkfo|ky; }kjk vk;ksftr dh tkus okyh fofHkUu f’k{k.kksRrj xfrfof/k;k¡ vkids O;fDrRo fodkl esa lgk;d fl) gqbZ \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 7 | D;k vkidks egkfo|ky; Nk=kokl dk okrkoj.k ldkjkRed yxk \ | | | | | | 92.3 | 0.0 | 6.7 |
|  |  |  |  |  |  |  |  |  |  |
| 8 | D;k egkfo|ky; esa iznku dh tkus okyh ewY;ijd o vk/;kfRed f’k{kk ls vki ykHkkfUor gq, gSa \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 9 | D;k vki egkfo|ky; ds iwoZ Nk= laxBu esa lfEefyr gSa@gksuk pkgsaxs \ | | | | | | 100 | 0.0 | 0.0 |
|  |  |  |  |  |  |  |  |  |  |
| 10 | D;k vki egkfo|ky; ds fodkl esa viuk ;ksxnku nsuk pkgsaxs \ | | | | | | 100 | 0.0 | 0.0 |

**ALUMNI FEEDBACK ANALYSIS**

**STAKEHOLDER’S FEEDBACK**

**(Designed by the College Feedback Committee)**

**ANALYSIS OF STAKEHOLDER’S FEEDBACK FORMS**

***Timely and informed communication across all discipline and involvement of stakeholders is a key to a successful education system.***

***Stakeholders are welcomed for their views and suggestions regarding management, value education, educational activities, skill development and other facilities provided by the college.***

***In order to obtain their valuable suggestions and views, we prepared a questionnaire. The analysis of the questionnaire is as follows…..***

|  |  |  |
| --- | --- | --- |
| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky**  **Stakeholder ds fy;s QhMcSd QkeZ** | | |
| uke &  पद&  laLFkk dk uke &  Qksu ua- &  **uksV%& d`i;k lgh fodYi ij fVd yxk;sa ¼✓½**  gk¡ ughsa larks"kizn | | |
| 1. | D;k vki bl egkfo|ky; dks 'kgj dk mRd`"V egkfo|ky; ekurs gSa \ |  |
| 2. | D;k vki bl egkfo|ky; dks vius laxBu gsrq mi;qDr ekurs gSa \ |  |
| 3. | D;k bl egkfo|ky; esa Nk=kvksa dks iznku dh tkus okyh ewY; vk/kkfjr f’k{kk vkids laxBu ds fy;s ykHknk;h gs \ |  |
| 4. | D;k bl egkfo|ky; dh f’k{kk iz.kkyh orZeku rduhdh f’k{kk ,oa dkS’ky ds vuq:i gS |  |
| 5. | D;k bl egkfo|ky; dh f’k{k.kksRrj xfrfof/k;k¡ Nk=kvksa ds O;fDrRo fodkl esa lgk;d gS \ |  |
| 6. | D;k egkfo|ky; dh vk/kkjHkwr lqfo/kk;sa dk;Z ds okrkoj.k ds vuqdwy gS \ |  |
| 7. | D;k egkfo|ky; ds deZpkjh viuh Hkwfedk ,oa ftEesnkjh ds izfr tkx:d gSa \ |  |
| 8. | D;k bl egkfo|ky; ds vf/kdkjh ,oa lgk;d deZpkfj;ksa ds chp leUo; gS \ |  |

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| **Jh lR; lkbZ efgyk egkfo|ky;] Hkksiky** | | | | | | | | | |
| Stackholder **QhMcSd fo'ys"k.k i=d 2014&15** | | | | | | | | | |
| **dqy QkeZ la[;k & 54** | | | | | | | | | |
| **izfr'kr vuqlkj fjiksVZ** | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | gk¡ | ugha | larks"kizn |
| 1 | D;k vki bl egkfo|ky; dks 'kgj dk mRd`"V egkfo|ky; ekurs gSa \ | | | | | | 98.1 | 0.0 | 1.9 |
|  |  |  |  |  |  |  |  |  |  |
| 2 | D;k vki bl egkfo|ky; dks vius laxBu gsrq mi;qDr ekurs gSa \ | | | | | | 94.4 | 0.0 | 5.6 |
|  |  |  |  |  |  |  |  |  |  |
| 3 | D;k bl egkfo|ky; esa Nk=kvksa dks iznku dh tkus okyh ewY; vk/kkfjr f’k{kk vkids laxBu ds fy;s ykHknk;h gs \ | | | | | | 88.9 | 0.0 | 11.1 |
|  |  |  |  |  |  |  |  |  |  |
| 4 | D;k bl egkfo|ky; dh f’k{kk iz.kkyh orZeku rduhdh f’k{kk ,oa dkS’ky ds vuq:i gS | | | | | | 90.7 | 0.0 | 9.3 |
|  |  |  |  |  |  |  |  |  |  |
| 5 | D;k bl egkfo|ky; dh f’k{k.kksRrj xfrfof/k;k¡ Nk=kvksa ds O;fDrRo fodkl esa lgk;d gS \ | | | | | | 96.3 | 0.0 | 3.7 |
|  |  |  |  |  |  |  |  |  |  |
| 6 | D;k egkfo|ky; dh vk/kkjHkwr lqfo/kk;sa dk;Z ds okrkoj.k ds vuqdwy gS \ | | | | | | 85.2 | 0.0 | 14.8 |
|  |  |  |  |  |  |  |  |  |  |
| 7 | D;k egkfo|ky; ds deZpkjh viuh Hkwfedk ,oa ftEesnkjh ds izfr tkx:d gSa \ | | | | | | 94.4 | 0.0 | 5.6 |
|  |  |  |  |  |  |  |  |  |  |
| 8 | D;k bl egkfo|ky; ds vf/kdkjh ,oa lgk;d deZpkfj;ksa ds chp leUo; gS \ | | | | | | 85.2 | 1.9 | 12.3 |

**STAKEHOLDER’S FEEDBACK ANALYSIS**

**CONCLUSION**

By the analysis of students’ feedback questionnaire it is concluded that, the students are highly satisfied with the facilities like library, computers, laboratories etc. and activities like NCC, NSS and sports. Although college has a good infrastructure but some facilities like parking and canteen should be improved.

Similarly parents’ feedback analysis reveals that they are highly satisfied with the scholarships, self defense training and environmental friendly activities of the college. They highly appreciate the discipline, value based education and advisor-advisee system of the college.

The analysis of alumni feedback shows that, in the view of the alumni of the college, the college is one of the best colleges in the city. They highly appreciate the value oriented education and basic facilities provided by the college. They want more and more alumni activities, so that they can contribute more towards the college’s development.

By the analysis of stakeholders’ feedback questionnaire we conclude that the most of the stakeholders appreciate the devotion of each and every employee towards the college. They highly appreciated the education system and personality development through the value oriented education of the college.

**ANNEXURE III**

**Two best practices of the institution:**

**Best Practice - I**

**1. Title of the Practice:- “Value Education and Spiritual Awakening”**

**2. Goal**

* To inculcate patriotism and spirituality
* To impart value-based education
* To arouse social consciousness
* To counsel the students for their emotional and spiritual well being.
* To inculcate calm and composure in the personality of students.

**3. The Context:**

Education in human values supplements secular education by addition of spiritual inputs. Students are encouraged to understand and imbibe five fundamental human values i.e. Love, Truth, Righteousness, Peace and Non-Violence. In our everyday activities, we use 5 techniques :

* Prayer and Positive thinking
* Meditation
* Group devotional music
* Inspirational speech/lectures
* Group activities

Our focus is on practicing these values rather than just knowing them. It was conceived with the sacred aim of arousing nationalistic pride, imparting information and providing a platform for collective thinking and community feeling. Practice of Morning Assembly and collective prayer has an added significance and relevance in present times when gross materialism and consumerism have overburdened the society with an unending rat-race. In such a scenario little space is left for moral and patriotic values. having realized that values are imbibed rather than taught, the college has adopted this practice to counsel the students and inculcate those values that are needed to live in a pluralistic society and contribute to national development. It also is a subtle manifestation of the collective consciousness and purposeful education of the institution.

**4. The Practice:**

Morning assembly is a regular and important feature of the college. It gives a much needed platform to meet all the students at one place. Official instructions, announcements regarding scholarships, trainings, intra-college and intercollegiate competitions and upcoming events are made. The students listen carefully to the instructions given during the assembly and follow them earnestly. The national flag is hoisted every morning and national song-Vande Matram, national anthem-Jan Gan Man and Madhya Pradesh Gaan, are sung with nationalistic fervor. In keeping with the patriotic spirit and simplicity, traditional Indian uniform and dress code is followed in the campus (Salwar Kurta). It is compulsory for all students to come to college in uniform and teachers follow the dress code of sari. The morning assembly includes Sarvdharm prayer, thought for the day, mission of the college, National Anthem/National Song/Madhya Pradesh Song/Vedochharan.

**Thought for the day –** is read out by a student everyday to instill values among fellow students and arouse the intellectual, moral consciousness of students. It works like a mantra for the Day to ponder upon. Collective prayer prepares every student to raise herself intellectually and morally so as to face the stern realities of life with confidence and courage. Each student of the college is expected to look on herself as the ambassador of the college and conduct herself with dignity that is worthy of the institution.

**Awards and Laurels –** The student achievers, who have won awards and honors for on the academic and co-curricular activities in collegiate and inter-collegiate activities are honored and awarded in the assembly. Faculty achievements are also highlighted to provide inspiration to students.

The mission of the college to reinforce the culture of excellence and contribution to national development is substantially met with through morning assembly which imparts value-added education and inculcates patriotic fervor.

**Thursday spiritual class -** Every Thursday collective bhajans, and lectures on special topics are arranged. National festivals are celebrated enthusiastically. We also celebrate Guru Poornima and Makar Sankranti with Bhajans and Laksharchan

* **Spiritual Camp**

3 days residential camp on Indian Culture and spirituality follows the teachings given by the Bhagwan Sri Sathya Sai Baba. As stated by Shri Satya Sai Baba the main objective of the Sathya Sai Organization, is to help man recognize the divinity that is inherent in him. The objective of the camp is to inculcate the understanding and appreciation of Indian culture and scriptures. Invited lectures on different scriptures, value of time management, discipline etc. are organized. The various lectures and discourses guide the students to righteous living and positive thinking.

**5. Evidence of Success:**

The practice of morning assembly and prayer has a great motivational impact on the student community. They are inspired by the achievements of their fellow students and various honors conferred on them. As a result, they try to explore their own potentials. Shedding their inhibitions they come forward to participate in various activities being organized by the college. What is laudable is that they make sincere efforts to attain established bench marks. The achievements of the competent teachers in their respective fields further boost them to give their best and outperform. Well-defined value system and love for our culture has given strong roots and poise to our students and facilitated their moral and intellectual growth. It has gone a long way in inculcating a strong sense of ethical values, a genuine concern for our culture and commitment to nationalistic causes. We have a galaxy of alumni who have done the college proud by making significant contribution in ameliorating the lot of oppressed, marginalized sections of society. A National seminar on “Value Oriented Education: Status & Direction” was organized on 24-25 October 2013, in which total 248 registrations were there, out of which 143 scholars were from outside the institution.

**6. Problems Encountered and Resources Required:**

Since the college runs in three overlapping shifts, it is difficult to organize and coordinate lectures for all the shifts together. A lot of rescheduling and adjustment in time table has to be done to enable all the teachers to meet their respective classes and prevent any academic loss. We do not have enough space to accommodate all the students at a time, so we need an auditorium for collective forums. Lack of financial resources prevents us from inviting experts of national and international repute.

**7. Notes-**

To inculcate spiritual environment, any institute should incorporate healthy practices like Sarvdharma prayer/value based lectures/ thought for the day in there morning assembly on regular basis.

**BEST PRACTICE II**

**1. Title of the Practice:** Activities To Empower Women Through Skill Development & Counseling.

**2. Goal:**

* To give vocational, career oriented and technical education to lesser privileged women.
* To counsel and motivate women to lead a dignified life.
* To empower women for changing fundamental aspects for their own development..
* To sensitize women in general and society in particular about gender issues.
* To bring about behavioral change for ensuring gender equity.
* To contribute to national development.
* To empower lesser privileged women of slum area located near the college.
* To motivate girls of weaker section of society for higher studies.

**3. The Context:**

Ever since its inception in 1974, the college has been rendering valuable service for the emancipation and empowerment of women. Fully aware of the countless psycho-social pressures which are deeply embedded in attitudes, practices and behaviour patterns across the world and adversely impact the well-being of women, our institution seeks novel and practical ways to create more opportunities for empowering women. Issues like gender discrimination within family, low self esteem due to social attitudes cause acute depression and lead to unhappiness among women. Economic dependence also limits the growth and development of women. Therefore the first step should be to make them economically independent. An effort is made to ameliorate the stress and limiting factors among women by helping women who could not complete their education due to familial, economic or social reasons. Skill development and vocational training in areas focusing on entrepreneurial skills, is provided to ensure employability.

**4. The Practice:**

As a part of the mission of empowering women through education and self-reliance, the college has established the Women’s Empowerment and Counseling Cell that is vigorously involved in providing guidance and job skills to women from lesser privileged sections of society.

The Centre is dedicated for improvement of the lives of young women through counseling and advocacy of a range of services that promote personal growth and economic independence. The center is engaged in creating awareness among woman enabling them to achieve equality and social justice. Some of the activities of the cell are:

* **Vocational Training:** Seven days special workshop was organized by home science/B.Ed. Department on nutrition, fashion designing, Block printing, Fabric Painting, Candle Making, Pot Decoration, Paper Mache, Cosmetology. Botany department organized workshop on different methods of vegetative propagation in different plants.Vocational Training on Vermicomposting is given to women and students.
* **Counseling:** The centre offers counseling to college students and lesser privileged women covering a number of issues like health, hygiene and alternate sources of income generation. Counseling is provided to women who have experienced violence and are coping with challenges (both physical and mental). Counseling services are offered for career options and support and strategies for coping with stress. Special sessions are conducted to create awareness amongst them regarding their health issues and their rights. Dr. Shubha D.Kapdeo delivered a lecture on “Nutrition” to the slum dwelling women. Girls of the lesser privileged section of the society are motivated for higher studies. The illiterate women of the nearby slums are encouraged to come in to the campus and attend literacy classes conducted by our students of NSS and B.Ed. department.
* **Awards and Laurels:** The young women, who have been able to achieve the desired goal of economic independence and have set up entrepreneurial units are honoured and awarded prizes to inspire and motivate other women/girls to aim for the sky and achieve their goals. The initiatives of all the participants/trainees are lauded and given due recognition at the annual function of the college to motivate others to shed their inhibitions, recognize their latent potential and realize their dreams.

**5. Evidence of Success:**

* 70 students participated in “Women Entrepreneurship Development Program” under NSDC dated on 12 December 2012 to 12 January 2013 organized by Chemistry and Computer Department.
* Chief Superintendent Ms. Mushtak Ahmed and Mushtak khan Trained 70 girls for Self-Defence from 1.8.14 to 30.8.14. This program was in association with Women’s Crime Branch, Bhopal and Sports Department of the college. We organize this activity every year
* Most of the students of the college participate enthusiastically in these activities.
* The NSS and NCC organized a lecture on ‘Cyber Crime” delivered by Additional S.P. Mr. Shailendra Singh Chouhan on 18.09.14 for counseling the girls on their online conduct and security tips.

**6. Problems Encountered and Resources Required**

* Women of weaker sections of the society have their own social and economic boundaries to overcome for attending such activities.
* Due to erratic schedule of University Examination, adherence to academic calendar provided by Higher Education is difficult so the students feel the paucity of time to involve in such activities.
* Lot of funds and manpower are required for conducting such activities.

**7. Notes-**

Such activity can be conducted by any college with the willingness of staff and students.