

# **Annual Report**

**2016-17**



**Govt. P.G.College BHEL ,Bhopal**

## Annual Report 2016-17

This format outlines the annual reports to be published by all colleges in the Madhya Pradesh on their websites, by October 31<sup>st</sup> of each year. Part I is intended as a guide and colleges are free to alter the contents and format as they see fit. Part II, the Appendix (Institutional Performance Data and Financial Reports), is mandatory and colleges are required to report all data as per the attached format and instructions.

### Important Information –

- Name of the college – **Govt. P.G.College BHEL, Bhopal**
- Place of the college – **Near Mahatma Gandhi, Sqaure Berkheda BHEL Bhopal**
- District - **Bhopal**
- Division - **Bhopal**
- Year of establishment of college - **1984**
- Name and Contact details( Mail id , Phone ) of Principal - [heggpcbhelbho@mp.gov.in](mailto:heggpcbhelbho@mp.gov.in)  
Phone **0755- 2620133**
- Name , Post and Contact details of ( mail id, Phone no.) of Reporting In charge -
- Date of report submission -

### Part I

- 1. The Principal's Report (2 pages)-** Highlights the key activities, events, and successes of the past year and briefly describes major new initiatives to be undertaken over the next year.

The vision, objectives and goals for setting up this Institution in 1984 in the BHEL area of Bhopal was derived from the motivated Vision of Ministry of Higher Education, Government of M.P. and our mission statement to serve the area in and around BHEL, Bhopal.

It has been our constant endeavor to strive towards translating our mission objectives into a realized vision. The college operates in a rented premise of BHEL, but inspite of the infrastructural constraints and paucity of space it has come very far in realizing its goals aligned with our parent department and Barkatullah University to which it is affiliated. With full support received from both the parent bodies, the main agenda of our Institution now is to acquire its own building and land as soon as possible.

The college engages itself in many diversified activities which were put into action even before the establishment of IQAC-Cell to Cater to various quality related issues. Through the IQAC cell we are constantly guided towards enhancing our quality standards in every aspect and function of the organization but mainly in the areas of Curriculum planning, Teaching-Learning & Evaluation methods.

The institution offers Undergraduate Programmes in Arts, Science and Commerce faculties and Post-Graduate Programmes in Mathematics, Botany, Commerce, Economics and Political Science disciplines. Due to the felt need and demand for applied courses we also offer Self-financing-courses at Undergraduate level in Bio-Technology, Clinical Nutrition & Dietetics, Computer Application, Travel and Tourism and Post Graduate Diploma in Tourism & Hotel Management.

We plan and strategies to provide best of support possible to our students in terms of learning benefits and knowledge building through quality teaching by our qualified and highly experienced faculty. Imparting skills and capacitating our students to face the challenges of the globalized modern world remains to be our foremost objective as well as a challenge. We strive to achieve maximum stakeholder satisfaction by bringing in interventions in our strategies based on the feedback received from time to time.

In turn our students bring laurels to our college by their various achievements. Mainly through NSS, NCC and sports activities and adventure sports. NSS and NCC wings are continuously engaged in reaching out to our adjoining communities which are largely rural and semi urban.

## 2. Overview (1 page)

### (i) Vision, Mission and Objectives of the college

The Foremost Vision and objective of Government P.G. College BHEL, Bhopal is to impart quality education and making it inclusive by providing it to the most vulnerable sections of society. Our vision is aligned with the overall goal of Higher Education department to produce employable and skilled Human resources with sound moral and ethical values. The college is striving hard to achieve its laid down mission objectives and under these stated objectives there is an urgency to realise our academic objectives by providing quality curriculum and transfer the same through our teaching learning methods. The College also attempts to provide an interactive platform to the students that help them develop their personalities.

Enough opportunities are provided to the students for learning and to develop an IT friendly environment with Entrepreneurial thinking.

The college tries to align all its activities and division of work is done to finally achieve its vision of imparting quality education. Therefore curriculum planning and its implementation is undertaken meticulously by each and every faculty.

#### **Vision:**

- To make higher education accessible to all the sections of the society creating self dependent, skilled and employable manpower with strong social and moral values.

#### **Mission:**

- \*To motivate students for pursuing higher education and making it easily accessible to weaker and backward sections of society.
- Provisioning for pursuing higher education without any financial hindrance.
- To introduce students to new technologies available for teaching learning process.
- To develop leadership qualities and spirit of innovation among students.
- To inculcate social, ethical and moral values in students to make them sensitive future citizens of the nation.

### (ii) Brief introduction of the college (including the status (Govt. / Lead/ Constituent/ Affiliated/ Private), Parent University, UGC recognition, CPE status, etc), location & campus area

This Institution is Government Institution It was established in 1984 in BHEL area and it is affiliated by Barkatullah university Bhopal. Its campus area is 2751.87 square meter. It is Recognized by UGC under section 2F in the year 18.11.1991 and 12B in 6.11.1997.

### (iii) History of the college with significant milestones

The institution was setup in 1984 in the BHEL vicinity of Bhopal in order to cater to the needs of that area as there is no other government collage in and around BHEL.

The vision, objectives and goals for setting up this Institution in 1984 in the BHEL area of Bhopal was derived from the motivated Vision of Ministry of Higher Education, Government of M.P. and our mission statement to serve the area in and around BHEL, Bhopal.

It has been our constant endeavour to strive towards translating our mission objectives into a realized vision. The college operates in a rented premise of BHEL, but inspite of the infrastructural constraints and paucity of space it has come very far in realizing its goals aligned with our parent department and Barkatullah University to which it is affiliated. With full support received from both the parent bodies, the main agenda of our Institution now is to acquire its own building and land as soon as possible.

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### (iv) Faculties and major disciplines

The college has all the three faculties, Arts, Commerce and Science. Both Under Graduate And Post Graduate Courses are running under these faculties. The college offers P.G courses in Economics and Political Science in the Arts faculty and M com in Commerce faculty, where as two P.G courses Mathematics and Botany are offered in the Science Faculty.

Under Graduate degrees Bachelor of Arts, Bachelor of Commerce and Bachelor of Science are offered in all the three disciplines.

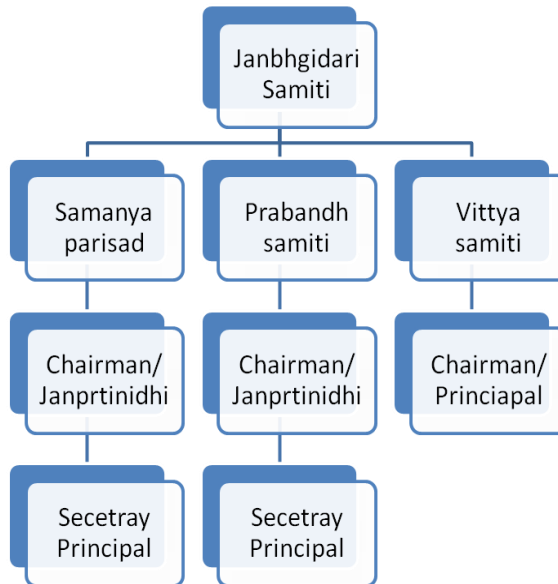
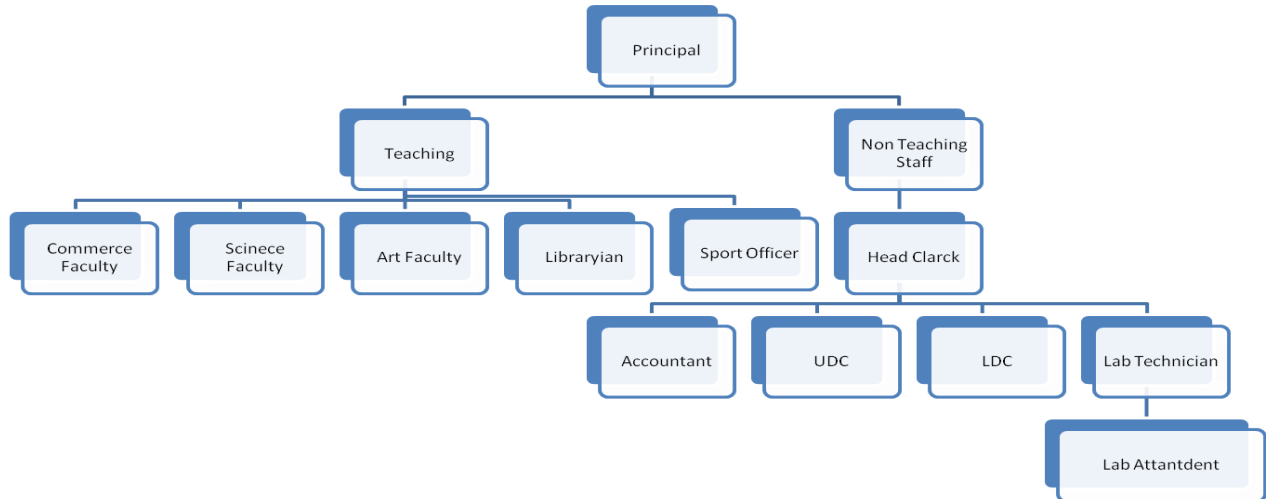
Apart from this self financing courses namely; B Com Computer Application , B Com Travel & Tourism, P.G Diploma in Tourism & Hotel Management are offered by the Commerce faculty.

B.Sc. Biology with Biotechnology in lieu of Botany & B. Sc. Bio. in Clinical Nutrition and Dietetics in lieu of Botany and are offered by the Science faculty under the self finance scheme.

## **3. Senior Management Team and Board of Governors (1 page)**

Lists the members of the senior management team (Principal, Registrar, Deans etc.) and members of the Board of Governors including their designations and professional backgrounds.

## Administrative Hierarchy of Govt. P.G. College Bhel Bhopal



**List of Chairperson/members of Statutory Bodies like Board of Governors/ Executive Committee/ Academic Council/ Janbhagidari Samiti, etc**

### 4. Admission Statistics (1 page)

- The number of applicants at the UG and PG level who ranked the college as their 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preference, the number of applications received for PhD courses, and the number of students admitted at each level as per the following format.

| Applications   | UG               | PG | PhD |
|--|------------------|----|-----|
| Applications that ranked the college as the 1 <sup>st</sup> preference | Online Admission |    | NA  |
| Applications that ranked the college as the 2 <sup>nd</sup> preference |                  |    |     |
| Applications that ranked the college as the 3 <sup>rd</sup> preference |                  |    |     |
| Total number of applications received                                  |                  |    |     |
| Number of students admitted  |                  |    | 16  |

Data Source: E-pravesh portal, records of the affiliating university

- A brief demographic profile of students admitted (in terms of gender, caste, whether from MP etc.)

| Name of the Course | Gender | Category | % of students from the State | % of students from other states |
|--------------------|--------|----------|------------------------------|---------------------------------|
| B.A                | M/F    | ALL      | 99                           | 01                              |
| B.Com              | M/F    | ALL      | 98                           | 02                              |
| B.Sc               | M/F    | ALL      | 99                           | 01                              |
| M.A                | M/F    | ALL      | 100                          | Nil                             |
| M.Com              | M/F    | ALL      | 100                          |                                 |
| M.Sc               | M/F    | ALL      | 100                          |                                 |

## 5. Academic Programs: Core Programs - UG & PG

### Core programs at UG level

| Stream | Name of the Core Program | Eligibility  | Optional subjects  |
|--------|--------------------------|--|--|
| Arts   | Bachelor of Arts         | 10+2 from a recognized Board OR 10+2 with relevant vocational course from M.P. Board | Foundation course + a group of 3 optional subjects   |
|        | B.A                      |  | Choice from Any Three of the following - Sociology, Pol. Sc., Eco., Hindi Lit., Eng. Lit.  |
|        | B.Com                    |  | B. Com., B. Com. in Travel & Tourism, B. Com. Comp. Application  |
|        | B.Sc                     |  | B.Sc. Maths (Physic, Chem. Maths), B.Sc. Bio with Chem., Botany, Zoology, B.Sc. with Chem. Zoology, Biotech B.Sc. with Chem. Zoology & CND |

### Core Options at PG level

| Faculty   | Name of the Core Program | Eligibility  | Subject Options |
|-----------|--------------------------|--|-----------------|
| E.g. Arts | Master of Arts           | 3 year Degree course in any faculty/ Honours degree course in same subject | No. of subjects |

|          |       |             |                               |
|----------|-------|-------------|-------------------------------|
| Arts     | M.A   | B.A         | Economics & Political Science |
| Commerce | M.Com | B.Com       | M.com                         |
| Science  | M Sc. | B.Sc. Bio.  | Botany                        |
|          | M Sc. | B.Sc. Maths | Mathamatics                   |

#### M.Phil/ Ph.D. Programs

| S.no. | Subject           | Eligibility | No. of scholars registered |
|-------|-------------------|-------------|----------------------------|
| 1     | Commerce          | P.G         | 05                         |
| 2     | Political Science | P.G         | 02                         |
| 3     | Sociology         | P.G         | 06                         |
| 4     | Hindi             | P.G         | 11                         |
| 5     | Chemistry         | P.G         | 01                         |
| 6     | Zoology           | P.G         | 01                         |

#### PG Diploma/ Diploma/ Certificate/ Self-financed/ Skill based Vocational/ Short term courses

| Name of the Course                     | Department | Duration | Fees        | Seats |
|--|------------|----------|-------------|-------|
| P.G Diploma in<br>Tourism & hotel mgt. | Commerce   | 01 years | Rs. 16144/- | 40    |

### 6. Academic Calendar 2016 -17

| Academic Work                                       | First/<br>Third/<br>Fifth<br>Semester                  | Second/<br>Fourth/<br>Sixth Semester                  |
|---|--|---|
| Orientation Classes/Zero<br>Classes/SWOT analysis   | 1 <sup>st</sup> July to 13 <sup>th</sup> July          | 02 <sup>nd</sup> January 2017                         |
| Teaching and Continuous<br>Comprehensive Evaluation | 14 <sup>th</sup> July to 7 <sup>th</sup> Nov.          | 3 <sup>rd</sup> January to 25 <sup>th</sup> April     |
| CCE Schedule  | 4 <sup>th</sup> Week Of Sept.                          | March Second Week                                     |
| Preparation Leave                                   | 8 <sup>th</sup> Nov. to 14 <sup>th</sup> Nov.          | 26 <sup>th</sup> April to 27 <sup>th</sup> April 2017 |
| Practical Exams<br>(Graduation/Post<br>Graduation)  | 15 <sup>th</sup> oct. to 7 <sup>th</sup> Nov.          | 25 <sup>th</sup> March to 25 <sup>th</sup> April 2017 |
| Semester and ATKT<br>Exams                          | 15 <sup>th</sup> Nov. to 21 <sup>th</sup> Dec.         | 28 <sup>th</sup> April to 26 <sup>th</sup> May        |
| Declaration of Examination<br>Results               | Up to 31 <sup>th</sup> Dec. 2016                       | Up to 15 <sup>th</sup> Jun 2017                       |
| Semester Break (for<br>students)                    | 22 <sup>th</sup> Dec. to 31 <sup>th</sup> Dec.<br>2016 | 27 <sup>th</sup> May to 30 <sup>th</sup> Jun 2017     |
| Semester Break (for<br>teachers)                    | 22 <sup>th</sup> Dec. to 31 <sup>th</sup> Dec.<br>2016 | 27 <sup>th</sup> May to 15 <sup>th</sup> Jun 2017     |

## 7. The Student Experience (4 pages)

Briefly describes student life in the college:

- Infrastructural facilities available to students - Classrooms, Smart classrooms, laboratories and equipment, Common Research Lab, Hostel; Canteen; Garden; Students common room, Auditorium, Sports Complex & other facilities

The college has no building of its own. It is being run in a rental building provided by BHEL, Bhopal. College on its own cannot take up any Physical infrastructure enhancement facilities (like construction, extension and renovation) This is the main restraint for our growth. As for Infrastructure there are 7 class rooms for teaching purpose (30 x30 ft size) and a hall followed by 5 labs and a library. One ICT enabled room. A well equipped sports room with a Gymnasium. All the curricular & extra-curricular activities like NSS, NCC, cultural activities. Programmes like Communication skill debating etc. are conducted in the common Hall only. Women Grievance Redressal cell, career guidance cell, Safe drinking water facility is also available in the campus.

- Library as a learning resource- advisory committee, its composition, facilities & services (e & print), annual improvement initiatives

- As per Learning Resources there is a library with reading room and e-library facility.
- There are five members in the Library Advisory committee. The Librarian of the college is the convener whereas four professors of the college are members of the committee. The committee looks after and supervises whether the issuance of books is done timely and Newspapers & Magazines are regularly received. It helps in resolving the various problems encountered by library and its resources. It also inspects the library & reading room facility from time to time.
- The students are also benefited by various facilities such as " Wi-Fi, Referencing System & N-List Through which they can procure online books & Journals. A printer and scanner is available as per printing facilities .
- The library strives to facilitate the student with photocopy facilities and availability of e-books through computers in future.

- Student support services:
  - ✓ IT enabled services

### IT Enabled Lab

1. College Provides IT enabled services to the students with well equipped laboratory & 20 computers with broad band internet connection.
2. Wi-Fi facility is also provided to the students in college campus.
3. Computer Department runs vocational B.com ( Computer Application) Course for 90 students and also computer Awareness course as a part of foundation course is taught to final year students of all faculties.
4. Online Admission Process for UG & PG level is executed includes Document Verification & admissions the course for various colleges organized by higher education
5. College also supports in B. Ed Counseling for various near by college like document verification & admission according to the allotted seats
6. Student Scholarship process done for students connivance.
7. student record is also maintained in the department for various activities



- ✓ Financial assistance (scholarships/ schemes for SC/ST/OBC/ minority, Group & Health Insurance Schemes)

As per norms of Department of Higher Education Govt. of M.P.

- ✓ Personal enhancement & development schemes- NCC, NSS, Facilities for physically challenged & slow learners; Tutor-Guardian Scheme, Grievance Redressal Cell, Entrepreneurship Cell, Remedial classes, Career Guidance Cell.

#### NCC-

- students of NCC are registered at college level but all the programmes of NCC are conducted at 4th battalion office
- NCC cadets participate in various camps and programmes like blood donation, international yoga day, IGC at hoshangabad.

#### NSS-

- College has two units with 200 volunteers
- they conduct various rallies, Awareness Programme like street play to promote awareness about AIDS, cleanliness, voting etc.

#### Tutor-Guardian Scheme-

- to solve the problems of students and their guardian, parents - teacher meeting was held on 20<sup>TH</sup> OCT. 2015
- for enhancement and development we are providing feedback form to students and parents

#### Career Guidance Cell-

According to annual career calendar

- July 2016- report on zero class
- August 2016- Computer Knowledge and environment Awareness Programme.

- ✓ Extracurricular activities: Calendar of activities (Sports, Youth Festival, cultural and literary events), Achievements, Awards

#### 1. Youth Festival-

Different Activities like solo dance, group dance, solo song, group song, play, mime, elocution, debate, rangoli, spot painting, quiz etc. organised at college level

#### 2. literary events - organised by creative writing and debate club.

- Bhasha sudhar,
- Premchand, tulsi & Nirala Jayntii,
- Hindi Diwas 14 Sep.
- Vishwa hindi diwas 10 Jan.

✓ Major student welfare initiatives over the past year

| Sr. No. | Scheme   | No. of benefited student(2015-16) | No. of Applicants (2016-17) |
|---------|--|-----------------------------------|-----------------------------|
| 1.      | Vikramaditya yojana  | 9                                 | 16                          |
| 2.      | Gaon ki beti yojana  | 16                                | 10                          |
| 3.      | <p>Counseling cell was setup in order to counsel student for various Problems encountered by them inside and outside the college. Dr. Mamta Shrimali was made the convener of this cell. Banners were made for the same to educate the students and inform them about this initiative. First year students were counseled for the various personal problems. On 08.09.16 a meeting was held with B. Com first year students and their personal problems were discussed and resolved. A Psychologist has been identified who will be invited to interact with the student.</p> <p>4. Mahlia Sanrakshan evam Utpidan Shikayat Nivaran Samiti/Mahila Vikas Samiti looks after grievances &amp; Problems related to Female harassment &amp; their redressal. Dr. Madhvi Lata Dubey is the convener of the committee. The committee has made the girl students aware of their right and safety. they were given information about helpline no. and other safety rules. A meeting was also held to make aware the female and male faculty and staff members about the new sexual harassment law and their rights vis-à-vis the law.</p> <p>5. Vidyarthi evam Karmachari shikayat nivaran samiti has been setup under the convener ship of Dr. Sanjay Jain Which looks after the grievances of students , staff &amp; faculty &amp; tries to redress their problems and grievances.</p> |                                   |                             |

• Extension Activities

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. NSS unit is holding camp at SOS village for the last two years</li> <li>2. NSS held a dental checkup camp at primary school Adampur Chhavni</li> <li>3. NSS held a hand wash programme on "world hand wash day" at govt. primary school, Mahatma Gandhi senior's secondary school premises</li> </ol> |
|---|

## 8. Student Achievements (5 pages)

Highlights the most significant academic and non-academic achievements of students over the past year. This can include major academic awards and scholarships received student research, and sports and other extracurricular activities. Focusses, in particular, on profiling top achievers and describing how resources provided by the college helped these students succeed.

### ACADEMIC

• Merit

| S.no | Name of the award/ medal/ meritorious scholarship | Name of the recipient | Class | Area of achievement |
|------|---|-----------------------|-------|---------------------|
|      | NIL   |                       |       |                     |

- **Research scholarship/ award**

| S.no | Name of the scholarship award/ | Name of the recipient | Class | Area of research |
|------|--------------------------------|-----------------------|-------|------------------|
|      | NIL                            |                       |       |                  |

### CULTURAL

- **Participation**

| S.no | Name of the event              | District Level | State Level | University | National Level |
|------|--------------------------------|----------------|-------------|------------|----------------|
| 1.   | Youth festival (college level) | -              | -           | -          | -              |

- **Awards and Achievements**

| Name of the student | Class | Event | Award/Achievement |
|---------------------|-------|-------|-------------------|
| -                   | -     | -     | -                 |

### SPORTS

- **Participation**

| S.no | Name of the event | Division Level | State Level | University/ National Level | International Level |
|------|-------------------|----------------|-------------|----------------------------|---------------------|
| 1.   | Basketball        | √              | √           | √                          |                     |
| 2.   | Athletics         | √              | √           | √                          |                     |
| 3.   | Cross Country     | √              | √           | √                          |                     |
| 4.   | Cricket           | √              | √           | √                          |                     |
| 5.   | Football          | √              | √           | √                          |                     |
| 6.   | Chess             | √              | x           | x                          |                     |

- **Awards and Achievements**

| Name of the student | Class     | Sport         | Award/Achievement |
|---------------------|-----------|---------------|-------------------|
| Mayank Dhotre       | B.Com III | Basketball    | University level  |
| Dinesh Pandit       | B.Com III | Athletics     | University level  |
| Pradeep Mehar       | B.A I     | Cross Country | University level  |
| Kuldeep Singh       | B Sc. I   | Cricket       | University level  |
| Abhishek            | B Sc. I   | Football      | University level  |
| Deepak k Prasad     | B Sc. I   | Chess         | University level  |
|                     |           |               |                   |

## 9. Research Activities (4 pages)

Identifies major research themes, places these themes in their social and economic context, highlights major research achievements (publications, collaborations, intellectual property produced, external funding received etc.), and profiles top researchers. Lays out the research agenda and identifies themes for the coming year.

- Major research themes

| S. No. | Department | Prioritized research area and expertise | Social/ economic context |
|--------|------------|---|--------------------------|
| NIL    | NIL        | NIL                                     | NIL                      |

- Major/Minor research projects

| S. No | Name of the Faculty | Year | Title of the project | Name of funding Agency/ Industry | Total grant received |
|-------|---------------------|------|----------------------|----------------------------------|----------------------|
| NIL   | NIL                 | NIL  | NIL                  | NIL                              | NIL                  |

- Papers presented in regional, national and international seminars/ conferences

| S. No. | Name of the faculty   | Regional/ State | National | International |
|--------|-----------------------|-----------------|----------|---------------|
| 1      | Dr. Punita jain       |                 | 02       |               |
| 2      | Dr Anshuwala Mishra   |                 | 03       | 01            |
| 3      | Dr, Keerti Shriwastva |                 | 01       |               |
| 4      | Dr. Sanjay Jain       | 01              | 02       |               |
| 5      | Dr. Anupama Yadav     | 01              | 02       |               |

- Publications in national/ international journals

| S.No. | Name of the faculty   | Name of the journal                | Title of the paper | ISSN/ ISBN number /Impact factor                      |
|-------|-----------------------|------------------------------------|--------------------|---|
| 1     | Dr. Neelam Chopra     | 02 International Referred Journals | -                  | OJC.5.05 NAAC Rating<br>AJSS.3.19 NAAC Rating         |
| 2     | Dr. Punita jain       | 09 National Journals               |                    |   |
| 3     | Dr, Keerti Shriwastva | 02 International E Journals        |                    | 5.53 – 7.15- Range<br>6.30 Avrage<br>No. Of Scopus 02 |

- List of linkages/ Collaborations/ MOUs

|     |
|-----|
| NIL |
|-----|

|                      |
|----------------------|
| E-Magazine "Sarjana" |
|----------------------|

## 10.Human Resources (2 pages)

Highlights senior faculty and administrative appointments. Describes what new areas of activity (new courses, research areas, extracurricular activities etc.) and administrative improvements are enabled by these appointments.

### 1. Faculty and Administrative appointments: Teaching and Non-teaching

| Positions  | Teaching Faculty |               |                 |               | Non Teaching Faculty | Technical Staff |
|--|------------------|---------------|-----------------|---------------|----------------------|-----------------|
|  | Prof             | Promoted Prof | Assistant Prof. | Guest Faculty |                      |                 |
| Sanctioned by UGC/ University/ State Govt                      | 02               | -             | 27              | 03            | 16                   | -               |
| <i>Filled</i>  | 0                | 0             | 28              | 02            | 14                   |                 |
| Sanctioned by Management/ Janbhagidari Samiti/ Other authority | -                | -             | -               | 07            | -                    |                 |
| <i>Filled</i>  |                  |               |                 | 07            |                      |                 |

### 2. Guest Faculty: subject-wise appointments

| S.no. | Name of the Guest Faculty | Qualification | Subject              |
|-------|---------------------------|---------------|----------------------|
| 1.    | KU. Veena Harode          | M Sc. M Phil  | Mathematics          |
| 2.    | Bharti Vishwakarma        | P.G NET.      | CND                  |
| 3.    | Kirti Verma               | MCA. Ph.D     | Computer Application |
| 4.    | Dr. Priyam singh          | M Sc Ph.D     | Biotechnology        |
| 5.    | Raghvendra Prakash        | M Sc          | Botany               |
| 6.    | Poonam Warwade            | P.G. M.C.A    | Computer Awareness   |
| 7.    | Yogendra Vishwakarma      | M.Phil        | Travel & Tourism     |

### 3. Annual improvement in academic, research & administrative Initiatives

Annual Improvement in Academic is completely according to academic calendar prepared by department Of Higher Education M.P. For better research our library is wi fi enable and contents more than 50, 000 text books. reference books e-resources for administrative initiative Various committees are formed by the Principal in coordination with IQAC cell in order to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time. These Committees have their regular meetings and they implement policies and plans on the basis of recommendation made and requirements and also on informal feedback received from other committees, faculty, staff and students.

## 11.Events and Initiatives (5 pages)

Describes major events including seminars, conferences, competitions, student study trips etc. Focuses on what was achieved and learned, and how the college will follow up.

Describes significant academic, administrative, student support, fundraising, and other initiatives over the past year. The description of each initiative will be structured around the need for the initiative, how it was designed, what resources were used, what results were achieved, and which features of the initiative drove success.

All events and initiatives are under of the guidance Department of Higher Education of M.P. in this institute Vivekananda career Guidance cell and placement cell activities supports in providing employment opportunities to students. Participation in 'Career Melas' exposes the students towards the job market and its realities. The Vyaktitva Vikas prakoshtha an initiative of Higher education since last two years is organizing lectures on 'Drishti badlegi to Shrishti badlegi'. Students are also given ample opportunity to build creative abilities through their involvement in literary activities like news letter and Annual College Magazine. Yuva utsav, Sneh sammelan, the Annual function and Sports activities not only helps in evaluating the students but also brings about personality development. As per our academic calendar we conduct sports, games, quiz competitions, debate, discussions, cultural activities etc. twice in a year where youth festival is celebrated in the first half i.e. odd semester and annual festival is celebrated in the even semester. Both the events have cultural as well as sports activities. Acknowledging the performance of students the meritorious students are awarded by giving Gold and Silver medals and various other prizes. The information provided to students through News letter of the college in which every month's information is published regarding Sports, Extracurricular and Academic Activity. Annual College magazine Sarjana is also published.

## 12.Institutional Development plan (4 pages)

Describes the college's activities over the past year under different schemes, discusses performance against strategic/institutional development plans and commitments over the previous year.

| Indicator*  | Baseline Value | Target for [current year] | Value as on 30 <sup>th</sup> September [current year] |
|---|----------------|---------------------------|---|
| All IDP depends on Department of Higher Education of M.P. |                |                           |   |

### Role of Internal Quality Assurance Cell (IQAC) in academic audit and initiating quality assurance strategies and processes

- The policy of IQAC Cell is in accordance to the recommendations of the previous NAAC visit of 2006 and it has been effectively implemented for the enhancement of the academic standard of this institution as well as for public welfare in the field of higher education and research activities. The institutional policy reconciles with Department of Higher Education, Govt. of M.P.
- following decision of IQAC have been approved the mgt. of the authority –
  1. The batch of a large number of regular students has been divided into sections as per the norms of UGC.
  2. Development of the library.

3. Development of P.G. Science lab for Biotechnology through UGC grant and a proposal for betterment has been already sent to the Department of Higher Education, Govt. of M.P.
4. Establishment of Girls Common Room.
5. Computer Training provided to the students under Swami Vivekanand Career guidance Cell.
6. Entry in the college campus through appropriate I card for discouraging trespassers.
7. Active participation of the teaching staff in research and publication related activities.
8. Formation of Alumni.
  - Composition of IQAC

|    |  |                    |   |
|----|--|--------------------|---|
| A. | <b>. Principal</b>   | <b>Chairperson</b> | <b>1. Dr. Shobna Bajpai Maroo</b>         |
| B. | Five Senior teachers and one senior administrative official                  | Member             | 2. Dr. Garima Jaoolkar                    |
|    |  | Member             | 3. Dr. Charulata Rathod                   |
|    |  | Member             | 4. Dr. Keerty Shrivastava                 |
|    |  | Member             | 5. Dr. Anupama Rawat                      |
|    |  | Member             | 6. Dr. Shalini Tiwari                     |
|    |  | Member             | 7. Dr. S.S. Khare                         |
| C. | <b>Two external experts on Quality Management/ Industry/ Local Community</b> | Member             | <b>8. Er. Rajeev jain DGM BHEL Bhopal</b> |
|    |  | Member             | <b>9. Dr. T. ChandraKant ENT surgeon</b>  |
| D. | Director/ Coordinator  | Member Secretary   | 10. Dr. Sanjay Jain                       |

- The alumni Association and various committees formed under it keep meeting. The faculty & IQAC In charge and also has frequent interaction with students in formal and informal ways.

- IQAC communicates by forming various committees of staff members No. of committees – **45**

- All the academic and administrative activities of this institution are correlated with the academic calendar annually released by the Department of Higher Education, Govt. of M.P.

- For the purpose of effective implementation of quality assurance procedures, the faculty members are trained in RCVPA Academy of Administration and Management in various fields of quality enhancement.

- There is no provision of direct academic audit or other external review of this Government College, but through monthly meetings and video conferencing by the Lead College, A.D as well as higher authorities of Department of Higher Education, Govt. of M.P., academic and other external reviews take place.

- Internal quality assurance mechanisms are aligned with the requirements of the relevant external quality assurance agencies by the means of formal and informal coordination.

- To continuously review the teaching learning process, regular formal as well as informal discussions take place under each department. The outcome of this process can be seen in the form of group discussions, power point presentations, seminars and virtual classes for the students.

- The institution communicates its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders by organising parent-teacher, jan bhagidari samiti, alumni and other meetings of similar nature. The most relevant information regarding Governance Leadership and Management of this college

is that the college commences in a rented premises (formerly, a middle school building) provided by BHEL Administration. Strong efforts are being made to procure own land and building for this institution. College, local, departmental and BHEL administrations are highly involved in this process.

### 13.Placement Report (3 pages)

Describes the college's placement cell activities, placement rate and salary statistics, and lists major employers and sectors of employment (disaggregated by gender and course studied). Profiles successful alumni and identifies emerging placement trends.

#### Activities of Placement Cell

| S.no. | Name of the activity      | Name of the Resource Person/ agency | Date & Duration     |
|-------|---------------------------|-------------------------------------|---------------------|
| 1.    | Online Test and Interview | Larsen & Turbo                      | 22.01.16 & 23.01.16 |
| 2.    | Placement Drive           | ICICI Prudential life Insurance     | 19.01.2016          |
| 3.    | Placement Drive           | Amazon                              | 04.04.2016          |
| 4.    | Placement Drive           | Win Win Automobile Bhopal           | 16.03.16            |
| 5.    | Placement Drive           | BULLS EYE INVESTMENT MUMBAI         | 16.03.16            |
| 6.    | Placement Drive           | Infosys                             | 29.01.16            |
| 7.    | Placement Drive           | TCS                                 | 30.01.16            |

#### Placement Details

| S.no. | No. of Students Selected | List of employers/companies     | Salary Package      |
|-------|--------------------------|---------------------------------|---------------------|
| 1.    | 01                       | Larsen & Toubro                 | 13,700/- per month  |
| 2.    | 01                       | ICICI Prudential life Insurance | 1,50,000/- annually |

#### Alumni Profile

| S.no. | Name of Alumni  | Employment status       | Name of the organisation                            |
|-------|-----------------|-------------------------|---|
| 1     | Mahesh Chodhary | Teaching                | Govt. Naveen College Bhopal                         |
| 2     | Dr. Sunil Sing  | Administrative Officer  | Oriental College Bhopal                             |
| 3     | Ashok Pandey    | Private Assistant to VC | Makhanlal Chaturvedi ratriya patrakarita University |
| 4     | Tej Singh       | Photographer            | Himanshu Photo & video shooting                     |
| 5     | Aneesh Kamal    | Accounting              | Hotel Gold Smith dera dubai                         |
| 6     | Vivek Chohan    | Fitter                  | ITI Fitter Bhopal                                   |
| 7     | Ankita Singh    | Assistant Accounting    | Sandhya Prakash Ltd.                                |
| 8     | Suman singh     | Teaching                | SPS School  |



## 14. Innovations and Best Practices

The scope for innovation is also restricted to the limited infrastructure and unavailability of well equipped laboratories. However, the faculty innovates in various ways through its teaching learning methodologies and also inculcates research fervor and innovative and creative abilities among students. Whatever innovation happens, it happens in the teaching, learning and instructional methods. Entrepreneurial abilities are definitely encouraged and inculcated through various activities under Govt.'s Vivekanand Career Guidance Scheme, placement cell, career melas and fairs and interaction of the students with various companies creating scope for innovation.

In order to reinforce the academic rigour and strengthen the discipline, attendance and staying hours of the faculty and staff are constantly monitored by our higher authorities through the Biometric Attendance system. This is one of the best and unique practices adopted by M.P. Higher Education Department.

Language Improvement Programme in English and Bhasha Sudhar Karyakram in Hindi. Both the programmes have been able to include those students who have been lacking communication skills or are very low on vocabulary of either Hindi or English or both the languages. Therefore, our institution which caters to poor and backward community students, this programme has contributed to some extent to impart language skills in them.

## 15. SWOC Analysis (strength , weaknesses, Opportunity and Challenges

### SWOC- Analysis of the Institute

#### S- Strength

A dedicated and qualified staff is the biggest asset of our institution. It is the only institute providing education in Arts, Science, and Commerce faculty under coeducation programme. Optimum utilization of the available limited facilities though our basic challenge has become our strength.

The faculty of the institution is highly qualified and experienced majority of them are doctorate in their respective domain some of the senior faculties are chairing the Board of Studies at University and various Autonomous Colleges.

This is the only Govt. College in BHEL Neighborhood. It also offers unique courses in Travel & Tourism, Clinical Nutrition and Dietetics which are not offered by other Govt. Institutions in the City.

With the constant endeavors and efforts of the Head of the institution funds have been procured for renovation work, inspite of the fact that the infrastructure is not owned by the College.

#### W- Weakness

Available infrastructure has no scope for expansion. Even maintenance renovation and painting work requires prior approval from the BHEL authorities posing a major problem in smooth functioning of the Institution.

Entire College is accommodated in limited no. of class rooms. Growth is possible only when the availability of infrastructure supports and expands in tune with the growth of students and faculty strength, unfortunately that has not happened. This lack of space hinders the overall development and quality of the institution. We are constrained to introduce new courses and we cannot take up any developmental activity without enough space. Inadequate staff (Administrative as well as Teaching) is also a big problem, particularly in the PG departments.

## O- Opportunity

Our college caters to the needs of students coming from middle class, lower middle classes and from rural backgrounds. In view of the above inputs any developments or developmental related work will have a direct bearing on the society as a whole. If the rural youth and poor household's youth is trained and educated, it will fulfill the maximum need of these very poor families and elevate them from their standard of living to a higher level. This is a great opportunity for social intervention towards upliftment of the poor and backward not only in terms of imparting higher education but also making them employable.

## C- Challenges

The college includes students from all vulnerable sections of the society. To deal with the students from rural, middle class, lower middle class, in and around the Satellite Township as well as villages in the vicinity, is the biggest task and challenge. If the rural input is trained, the entire village gets strengthened. To train and educate the young minds who are working hard to meet their ends is a huge challenge and a daunting task.

### 16.Looking Ahead (3 pages) Future Plans

Lays out the college's priorities and goals over the coming year. Describes key initiatives planned, what each initiative is expected to achieve, and how it will contribute to the college's long term development.

#### Key Initiatives Planned/ implemented

| S. No | Head (administrative/ academic, etc)  | Nature of proposal    | Expected Outcome      |
|-------|---|-----------------------|-----------------------|
| 1     | <b>Administrative/All other initiatives and plans depends on as per direction of department of higher education of M.P.</b> | Own land and building | Own land and building |

### 17.Appendix: Institutional Performance Data and Financial Reports

Provides key data on the institution and its performance, including achievement against strategic plan targets and financial reports. This section is mandatory. All data fields must be completed, in the format and as per the instructions attached.