

SHRI GUJARATI SAMAJ

**PARIKH MANILAL BALDEVNDAS
GUJARATI SCIENCE COLLEGE**

Indore, (M.P)

www.gujaratisciencecollege.com



**ANNUAL QUALITY ASSURANCE REPORT
(2012-13)**

**SUBMITTED
TO**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE-560072**

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

PMB Gujarati Science College

1.2 Address Line 1

01, Nasia Road

City/Town

INDORE

State

Madhya Pradesh

Pin Code

452001

Institution e-mail address

pmbgscience@gmail.com

Contact Nos.

0731-2703207

Name of the Head of the Institution:

Prof. SANTOSH NAGAR

Tel. No. with STD Code:

0731-2703207

Mobile:

9425312139

Name of the IQAC Co-ordinator:

Dr. K.VENKATARMAN

Mobile:

9425074974

IQAC e-mail address:

pmbgscience@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

MPC0GN12891

1.4 NAAC Executive Committee No. & Date:

EC / 40 / 54 dated 17/10/2006

1.5 Website address:

www.gujaratisciencecollege.com

Web-link of the AQAR:

www.gujaratisciencecollege.com/Docs/NAAC/AQAR2012-13.pdf

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	77.00	2006	5years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

23/11/2006

1.8 AQAR for the year

2012-13

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

- i. AQAR 2006-2007 Submitted on 09/05/2007. Ref No 866/07
- ii. AQAR 2007-2008 Submitted on 04/04/2008. Ref No. 725/08
- iii. AQAR 2008-2009 Submitted on 16/05/2009. Ref No 724/09
- iv. AQAR 2009-2010 Submitted on 02/06/2010. Ref No. 631/10
- v. AQAR 2009-2010 Submitted
- vi. AQAR 2010-2011 Submitted

1.10 Institutional Status

University 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

Others (Specify)

1.12 Name of the Affiliating University

Devi Ahilya Vishwavidyalaya , Indore

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="13"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="20"/>
2.10 No. of IQAC meetings held	03
2.11 No. of meetings with various stakeholders:	No. <input type="text"/>
	Faculty <input type="text" value="2"/>
	Non-Teaching Staff <input type="text" value="1"/>
	Students <input type="text"/>
	Alumni <input type="text"/>
	Others <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="NIL"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="4"/>
International	<input type="text"/>
National	<input type="text"/>
State	<input type="text"/>
Institution Level	<input type="text" value="4"/>
(ii) Themes	<ul style="list-style-type: none">• Android Technology• Strengthening Communication Skills• Fundamentals of M S Office• Ethical Hacking

2.14 Significant Activities and contributions made by IQAC

1. Organising Institutional seminar
2. Computer Workshops for students
3. Faculty training program
4. Annual cultural and sport celebration
5. Monitoring the academic out comings.

2.15 Plan of Action by IQAC/Outcome

The plan of action 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
• Monitoring and execution CCE's	Completed
• Seminars	Seminars on "Android Technology", and on 25.09.13 "Strengthening Communication Skills" on 09.10.13 was organised.
• Workshops for students	Workshop on "Ethical Hacking" on 27.02.13 Workshop on "Fundamentals of MS Office" on the dates 27.8.14, 29.8.13, 7.9.13, was organised by computer science department for students.
• Computer training for students	Computer Science dept organised training on "Dot Net Technology" for students

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

NA

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	03	-	-	-
PG	06	-	01	-
UG	08	-	05	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	17		06	

Interdisciplinary	14	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum : **CORE**

(ii) Pattern of programmes : **SEMESTER**

Pattern	Number of programmes
Semester	14
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
 ✓ (On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

- Feed back of B. Sc students is taken by respective faculty of departments. Each faculty analyzes her/his feed-back and in consultation with Head of department, steps are taken for improvement.

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

- University has not prescribed any change in syllabus.

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

- Department of Microbiology & Biotechnology got separated into two departments and the department of Biotechnology has been established.

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	75	74	-	01	-

2.2 No. of permanent faculty with Ph.D.

25

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
5	NIL	NIL	NIL	NIL	NIL	NIL	NIL	05	NIL

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	27	29
Presented papers	06	27	-
Resource Persons	01	06	05

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

Innovative practices are adopted by the departments in teaching and learning, which includes -

1. Multimedia Teaching.
2. Presentation by the students on various topics.
3. Preparation of lab Manuals for UG & PG in bilingual pattern as many students are Hindi speaking.
4. Technology up gradation by faculty using ICT.
5. Dictionary preparation.
6. Quiz at different levels.
7. Student seminars are organized at PG Level.

2.7 Total No. of actual teaching days during this academic year

180 days

2.8 Examination/ Evaluation Reforms initiated by the institution (for example: Open Book Examination, Bar Coding,

DAVV Pattern

Double Valuation, Photocopy, Online Multiple Choice Questions)

All the examination / Evaluation related work is done by university itself, as they have centralized system. Faculty members from Institute co-prate them according to their requirements such as paper setting, valuation of answer books, examiners in practical exams and Officers on Special Duty (OSD).

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

08	04	02
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2.10 Average percentage of attendance of students

70%

2.11 Course/Programme wise distribution of pass percentage :

Class	Subject	Result Percentage
B. Sc.	Bio	81%
B. Sc.	Biotech	90%
B. Sc.	Computer	81%
B. Sc.	Electronics	76%
B. Sc.	IT	93%
B. Sc.	Miro	88%
B. Sc.	PCM	88%
BCA		94%
M. Sc.	Zoology	74 %
M. Sc.	Chemistry	42 %
M. Sc.	Maths	13 %
M. Sc.	Microbiology	95 %
M. Sc.	Botany	80 %
M. Sc.	Physics	75 %

Subject	Registered	Pass Out	Result held*	With	TOTAL PASS	ATKT
B.Sc (Bio)	36	24	5		29	5
B.Sc(Biotech)	69	51	11		62	5
B.Sc (Comp. Sc)	129	95	10		105	24
B.Sc (Electronics)	37	28	0		28	7
B.Sc (IT)	28	20	6		26	2
B.Sc(Microbiology)	56	43	6		49	7
B.Sc (Maths)	43	34	4		38	5
M.Sc. (Zoology)	27	17	6		23	3

M.Sc. (Chemistry)	37	13	18	31	5
M.Sc. (Maths)	16	2	13	15	1
M.Sc. (Microbiology)	19	18	1	19	0
M.Sc. (Botany)	16	12	3	15	1
M.Sc. (Physics)	4	3	1	4	0

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

The IQAC members meet once in six months to evaluate and monitor teaching-learning processes and to give suggestions for further improvements and changes as and when deemed necessary.

It also evaluates the changes brought in or proposed or problems faced in the process during meetings.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefited</i>
Refresher courses	01
UGC – Faculty Improvement Programme	12
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	02
Staff training conducted by other Institutions	08
Summer / Winter schools, Workshops, etc.	19
Others	03

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	15	-	05	-
Technical Staff	22	02	06	-

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing / Promoting Research Climate in the Institution**

IQAC provides guidance for arranging expert lectures and seminars. It puts forward in meetings the importance of such activities so that departments are motivated to organize more of them. It encourages teaching staff for attending workshops, seminars, presenting and publication of research papers.
Staff members are encouraged to take up minor research projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	9.74			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	1.2			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	08	
Non-Peer Review Journals	03	05	
e-Journals			
Conference proceedings	02		

3.5 Details on Impact factor of publications:

Range Average h-index 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	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	--	-	-
Students research projects (<i>other than compulsory by</i>	-	-	-	-

<i>the University</i>				
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

Consultancy is done on no charge basis/ cost to cost basis, hence no revenue is generated.

Chemistry department faculties, Prof R. B. Patel, Dr K. Dixit and Dr. A Gharia offered consultancy and guidance to chemical industries.

3.11 No. of conferences/
seminar organized by the
Institution

Level	International	National	State	University	College
Number	-	-	-	-	03
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 : 9,57,693.00

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution

who are Ph.D. Guides

12

and students registered under them

43

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

06

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

JRF

SRF

Project Fellows

01

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

75

State level

07

National level

10

International level

3.23 No. of Awards won in NSS:

University level

State level

National level

International level

3.24 No. of Awards won in NCC:

University level	<input type="text" value="10"/>	State level	<input type="text" value="01"/>
National level	<input type="text" value="04"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="09"/>
NCC	<input type="text" value="11"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

NCC Activities :

- Adult-education
- Tree plantation
- Blood donation
- Anti Dowry Rally
- Cancer Awareness Rally
- Anti Tobacco Day
- AIDS Awareness Rally³³
- Visit to Old Age Homes
- Slum clearance
- Disaster Management & Relief
- Village upliftment

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

- Blood grouping camp was organised in the College.
- A Seminar on Tuberculosis Awareness was organized in Microbiology department on 12.09.12 and 14.09.12. Mr. Ashish Mandloi, Health Office of District TB center, Indore, delivered the talk.
- Various students were sent for job oriented projects.
- Faculties involved in election duties as Master Trainer, Presiding officer & Supervisors also.

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	5.77 acres	-	-	-
Class rooms	21	-	-	21
Laboratories	20	-	-	20
Seminar Halls	2	-	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-		-	
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Yes. The college administration department is fully computerized including office, exam cell and accounts. However, computerization is going on in the Library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25,300	21,87,774	2,210	5,12,810	27,510	27,00,584
Reference Books	16,240	35,89,756	--	--	16,240	35,89,756
e-Books	--	--	--	--	--	--
Journals	49	77,080	22	47,365	71	1,24,445
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	03 (ALM)	18,894	03 (ALM)	18,984

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	142	05	06	110				
Added	02							
Total	144	05	06	110				

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

- Internet services are allowed to access for all the staff, students & research scholars of college.
- Teachers & students are trained for effective power point presentations.
- P.G. & U.G. classes are taken with the help of power point presentation.
- P.G. practicals are taken with the help of audio-visual, computer aid.
- Specialized Computer training is provided to faculties & staff of the College time to time.

4.6 Amount spent on in lakhs :

i) ICT	8.23 Lakhs
ii) Campus Infrastructure and facilities	17.43 Lakhs
iii) Equipments	26.45 Lakhs
iv) Others	7.98 Lakhs
Total :	60.09 Lakhs

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Provide help in solving students problems. Regular discussions with faculties.
- The IQAC circulates information to all departments about student welfare and support activities. It provides necessary guidelines for the same.

5.2 Efforts made by the Institution for tracking the progression

- Surprise tests, interaction with students in classes, revision, problem solving of students.
- Progress Report Card maintained by the Departments.
- Student Database Maintained.
- Internal assessment is done by giving tests, oral question- answer sessions.
- Students are periodically reviewed by giving them short tasks in lab work and then checking on them. They are asked to work out solution of performed experiment. Viva questions are given and then discussed in subsequent classes.
- For theory after completion of course work questions of the topic is taken in classes by making the students write down the topic during class discussion are encouraged.
- Encouragement to the students for appearing in various entrance exams.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1779	302	43	

(b) No. of students outside the state

156 + 27

(c) No. of international students

-

Men		No	%		No	%
		1519	73.00	Women	562	27.00

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1037	222	279	722	-	2260	645	216	331	889	-	2081

Demand ratio

Dropout % : 2.50 %

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

- College conducts Career and Counselling cell. Counselling is given to the students individually as well as in group.
- Faculty constantly encourages the students for appearing in various entrance exams.

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 College conduct career & counselling cell for students.

No. of students benefited

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Infosys	-	-	10
IBM	167	03	20

5.8 Details of gender sensitization programmes

“Mahila Prakoshtha” and “Police Helpline Prakoshtha” exists in college, which takes care of this activity. Several activities like women’s day celebration and lectures on gender related issues are regularly carried out.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from Institution	-	-
Financial support from government	987	4949762
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

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

5.13 Major grievances of students (if any) redressed

The College administration is aware of problems faced by the students and address all such issues well in advance, hence no major grievances.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the Institution

VISION:

- To deliver knowledge and to enable students to think scientifically and rationally, so that they work as ambassadors to foster scientific temperament in society.

MISSION:

- To deliver thorough knowledge with practical approach, moulding students into rational and integrated citizens.

6.2 Does the Institution has a management Information System

- All policy matters and correspondence reaches the college management through the Head of Department, Principal and Chairman of Governing Body of the college.
- Head of the Department & Senior Faculties plan the Yearly activities & it is being distributed amongst the staff.
- Head of the Department plans Schedules of Practical's for all the Administrative Staffs such as Lab Technicians & Attendants.
- The Yearly plan is being executed time to time with the help of Teaching Staff.
- Feedback Report is taken at the end of every month from the Professor In charge of different activities, such as Projects, Factory Visits, etc.
- Parents Teachers Meet is organised twice in a Year to maintain the feedback of the Department.
- Teaching and non teaching staff is kept informed by regular office circular & achievements of the staff are highlighted on prominent notice board in the department.

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

6.3.1 Curriculum Development

Our college is affiliated to Devi Ahilya Vishwavidyalaya, INDORE (Madhya Pradesh) and hence we adopt the curricula framed by the Central Board of Studies, department of Higher Education, government of Madhya Pradesh and Coordination Committee of Madhya Pradesh for different courses. The conventional courses have their curriculum designed by concerning boards of studies.

The PG courses syllabi is designed by the Central Board of Studies, but goes through the recommendations of concerned university board of studies. Many faculty members of our college are members of Board of Studies.

6.3.2 Teaching and Learning

The Institution is affiliated to DAVV for following the syllabi and conducting exams. The college operates at UG and PG levels, giving holistic education to each and every student, so as to make him able to face challenges of present times and get the best employment.

Teachers are regularly using library facilities and Internet to improve and update their notes, so as to impart latest knowledge with students

ICT methods of teaching, quizzes, skit, roll play are employed for effective learning.

6.3.3 Examination and Evaluation

- Internal examiners are appointed by HOD while external examiners are appointed by university, during practical exams.
- Students are encouraged to prepare best assignments for CCE. Periodic tests are also arranged to evaluate them.
- The evaluation of students is done on the basis of overall performance.

6.3.4 Research and Development

The college has recognized research centers.

Faculty is encouraged to take up research projects, attend seminars, conferences and workshops so as to upgrade themselves. As a result in last years, various departments have completed 02 UGC funded Minor Research Project , 01 Major Research Project is going on.

Faculties participate and present research papers in International/ National level seminars and conferences.

11 teachers are registered guides and 43 students are registered for PhD programs.

All departments of the college organize seminars, conferences and workshops, expert lectures to enhance research activity. Research journals pertaining to subject research are available in all of the departmental libraries and in college library. Industrial visits to research laboratories & meeting with R & D managers of industries are regular feature of all departments. The staff pursuing research work is granted special leave to attend seminars and conferences for presenting their research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Students have easy access to departmental as well as college library. The institutional library is enriched books and Journals.
- Emphasis of Techno-savvy teaching methods is laid by adapting ICT for teaching with the use of audio-visual teaching aids.
- Well equipped laboratories with high tech instruments such as UV-Vis spectrophotometer, Fermentor, PCR unit, Gel Documentation system, Sonicator, Cooling centrifuges, Laminar air flow, Projection Microscope, BOD incubators, Orbital shaking incubator, Electronic balances, Membrane filtration assembly, Electrophoresis set up, seed germinator, COD digester, Rotary evaporator, Flame photometer etc.
- Very good Sports facility is available.

6.3.6 Human Resource Management

The Academic and Non Academic personnel are managed efficiently with the system. Principal is the overall in charge of the institution.

All faculties and staffs are involved in Institutional activities of academic and non academic nature.

Each faculty of the Institution is assigned with various task such as Incharge of CCE, semester wise practicals, preparation and implementation of monthly planner, PTA meetings, Excursion tours, Industrial & field visit, Social & Cultural activities, NCC & NSS.

Technical staff of the department (Class III) prepares for practical work, perform purchase related work (call for quotations, preparation of comparatives, placing orders, billing etc) and maintain all official documents. They also monitor the working of Class IV staff.

6.3.7 Faculty and Staff recruitment

MP government has stopped recruitment of aided vacant posts, which are filled by Management.

The rules of Higher education, MP government is followed while recruiting the faculty.

6.3.8 Industry Interaction / Collaboration

Interactions are regular with several industries like Pharma, formulation and plant based industry, Pathology Labs, Electronics & Manufacturing companies, IT Companies. Students are sent in these industries for training and projects.

To avail facilities for their analytical and practical work, students regularly visit other institutions like -SGSITS, Pollution Control Board, School of Energy & Environment, RR CAT, Electronics & Electricals, NITTR— Bhopal, Zenith Pharma- Indore Vishal Pharma,- Indore, Singhad College of Pharmacy-Pune, Public Health Engineering Department, Maheshwar (Jalood) and University Teaching departments of DAVV (School of Life Sciences, School of Chemistry, School of Physics).

6.3.9 Admission of Students

In Institution, B.Sc. admissions are done on first come first serve basis while M.Sc. admissions are through merit list. Admission Committee is formed by the college and members from different Departments counsel the students at the time of admission.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

The management provides the following Welfare schemes available for teaching and non-teaching staff.

- Maternity leave and Paternity leave to employees.
- Group Insurance Policy for all staffs.
- Financial Assistance to Medical emergency cases.

Fees concession to wards of employees in the Institutions run by Shri Gujarati samaj.

For students, there are Scholarships by Government and Shri Gujarati samaj, Indore.

6.5 Total corpus fund generated

NA

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	No		No	
Administrative	YES	MP GOVT, LOCAL AUDIT	YES	CA Appt. by SGS

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Not Applicable

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 Alumni Association

Various departments organize Alumni meets. Suggestions are noted and implemented. Suggestions are for academic and infrastructural improvement. Association is actively involved in felicitations of retired teachers every year.

6.12 Activities and support from the Parent – Teacher Association

PTA meetings are regularly held in every session. The purpose of the meeting is to acquaint parents of new students with the department, faculty and the course. Parent’s suggestions are considered for improving teaching and solving students problems.

6.13 Development programmes for support staff

Training of computer operation with use of general application software like MS-Word, MS- Excel and Power Point Presentation is provided time to time. Training for handling of Instruments & Chemicals is proposed during the vacation.

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

The Institution is well aware of benefits of making the campus eco-friendly. To achieve this goal –

- Students are not permitted to use Thermocol sheets, Polybags and plastics during preparation of their projects or CCE.
- In office work papers are reused & excessive use of papers is avoided.
- Water harvesting and recharging practices are followed.

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.

Various innovative practices are adopted so as to improve the academics and social environment of the college:

- Student Seminars
- Short talks by the Professors for the PG students in the free periods which has imparted moral values to the students. For e.g., Professors talk about Social scenario, local news, short stories, movie presentations, etc.
- Calender made for scheduling various activities..
- Work Distribution of the Administrative staff by rotation so that everybody can be able to perform in an appropriate manner.
- Teacher's day celebration which has worked as a bridge between senior & junior students of M. Sc.
- Annual day Quiz was been organised by the students for the students of the students. They came to know how any event can be planned, organised & executed.

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

Yearly activity planner and academic planner were designed and it had been made sure that almost all planned goals were achieved

7.3 Give two Best Practices of the Institution

1. Computer Literacy for all students
2. Career Guidance

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

7.4 Contribution to environmental awareness / protection

Several measures have been taken to create environmental awareness and its protection:

- Minimum use of Papers and Stationary.
- Expert lectures to create awareness among the students about pollution free atmosphere and environmental ethics.

√

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

Strengths :

- Management and Our qualified faculty.
- Campus, Infrastructure and Good laboratories.
- Enriched Library & well equipped Laboratories.
- The College makes the computers, Internet and Wi-Fi facility easily accessible to all the departments and students of the college to prepare their projects.

Weakness:

- Lack of interest of students towards Science and few job opportunities in Madhya Pradesh after graduation affects the input of students.
- Young Staff leave institution frequently.
- Language is not the main stream subject in the college since it is a science college

Opportunities:

- We can enhance the Quality & Quantity of Research work.

Challenges:

- Mushrooming of Engineering colleges and decreasing number of students.
Placements for Science students

8. Plans of Institution for next year

- National Seminar on Physics should be organised.
- Industrial consultancy work and Interactions with the industry, needs to be enhanced.
- Strengthening of library resources in some departmental libraries as well as the central library.
- Activities contributing to research still needs enhancement.
- Apply for research projects to various funding agencies



Signature of the Coordinator,

Name: Dr. K. VENKATARAMAN



Signature of Head

Name: Prof SANTOSH NAGAR

Indore

08/11/2014

