

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University)

Progress Report for the Session 2022-23

On 04 July 1974 Guru Purnima, Bhagwan Sri Sathya Sai Baba founded Sri Sathya Sai College for Women, Bhopal. Sanction from M.P. Uchha Shiksha Anudan Ayog was received in 1974, vide (Letter No. S/II/Affl/74/10069 dated 19.11.74) as an institution affiliated to the Barkatullah University (Letter No. 23935/Acad/Affl./74 dated 23.12.74). The institution was recognized by UGC, New Delhi under 2(f) and 12 (B), Vide letter No. F8- 14/78 (C.P.) dated. 27.03.82 and F-8 - 259/2003(CPP-i) dated 4.02.2004. Ever Since its inception, the institution has been committed to female education and emancipation our focus is on all round development of learners through value based education, innovative teaching and engaging research.

At present the College offers 20 subjects at UG level in four faculties - B.A., B.Sc., B.Com and BCA. 9 subjects in PG courses viz. English, Hindi, Mathematics, Political Science, Zoology, Biotechnology, Computer Science, Chemistry and Commerce. We also offer integrated dual Degree in B.A.L.L.B. and professional degrees of L.L.B., B.Ed. and B.C.A. The institution has an in campus hostel which can house 108 inmates. We have a fully computerised rich central library with 36,600 plus books, e-journals and e-books through infolibnet. Most of our teachers hold Ph.D degrees and are engaged actively in research. Our teachers participate in National and International conferences and seminars and have published research papers in national and international journals. The College publishes its biannual multidisciplinary research journal **Highbrow** with ISSN number. College magazine “Divya” is published annually, providing platform to our budding talents to showcase their creativity.

The institution applied to UGC, New Delhi for Autonomous status, which was granted for 10 years in December 2017 to be effective from the session 2018-19 (Letter No. F.22-1/2017(AC) dated 28.12.2017) for all programs run under UGC. Approval for the same was granted by the Department of Higher Education, Govt. of Madhya vide letter No. 466/484/2018/38-3 dated- 24.05.2018. Inspection Committee from the Barkatullah University also inspected our documents and infrastructural resources and approved of our Autonomous status for 10 years under University Statute 36 vide letter No. 2432/Academy/Sambadhta/2018 dated -13.07.2018. Having obtained all required sanction and approval, the Autonomous Cell of the college was established as per UGC guidelines in 2018.

The structure of the **Autonomous Cell** is as follows-

1. Governing Body
2. Academic Council
3. Finance Committee
4. Board of Studies

5. 9 non-statutory Committees
6. Examination Cell

Governing Body 24.03.2022 to 25.03.2025

As per the UGC guidelines for Autonomous College, the Governing Body of Sri Sathya Sai Autonomous College for Women, is being constituted as follows-

1. **Chairman:- Dr. Meena Pimpalapure**
2. Shri. Jamboo Bhandari - Member
3. Shri. S.K. Sachdeva - Member
4. Dr. Gyanvardhan Pathak - Member
5. Shri. Vijay Sampat - Member
6. Dr. Jyotsna Galgale - Member Teacher
7. Dr. Shampa Malhotra - Member Teacher
8. Dr. Radhavallabh Sharma - Educationist
9. Prof. Mrs. Pushplata Singh - UGC nominee
HOD Ancient History &
Archeology, B.H.U.
10. Dr. Mathura Prasad - State Government nominee
11. Dr. Mona Purohit - University Nominee
(UTD BU Bhopal)
12. Dr. Asha Agarwal - Ex- Officio

Academic Council 09.03.2022 to 08.03.2025

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

Chairman: Dr. Asha Agarwal (Principal)

All Head of the Department:

Dr. Rupa Guha Nandi (Zoology & Biotechnology)
 Dr. Shubha Kapdeo (Home Science)
 Dr. Jyotsana Galgale (Physics)
 Dr. Shampa Malhotra (English)
 Dr. Renu Mishra (Botany & Microbiology)
 Dr. Neena Arora (Chemistry)
 Dr. Sudha Tripathi (Commerce)
 Mrs. Vaishali kadwey (Computer Application & Science)
 Dr. Shriji Seth (Political Science & Sociology)
 Dr. Deepa Singh (History)
 Dr. Neena Chatterjee (Economic)
 Dr. Smita Nair (Maths)
 Dr. Anupama Chouhan (Hindi)
 Dr. Deepti Bhatnagar (Music)

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

1. Dr. Meena Parashar (Commerce)

2. Dr. Sunita Yadav (Zoology)
3. Dr. Manisha Tripathi (Hindi)
4. Dr. Vaishai Kadwey (Computer)

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

1. Mr. Vinod Mishra (Advocate)
2. Dr. U.C. Jain (Educationist)
3. Mr. Tribhuvan Sachdeva (Income Tax Consultant)
4. Dr. Urmila Munshi (Miracle Children Hospital)

Three Nominees of the University not less than Professors.

1. Dr. Pawan Mishra (HOD Commerce Dept. Barkatullah University)
2. Dr. Ruchi Ghosh (HOD Sociology Department)
3. Dr. Sadhana Singh (HOD Physics)

A faculty member nominated by the Principal
Member Secretary: Dr. Malti Joshi

Finance Committee 24.03.2022 to 25.03.2025

- **Chairman:** Dr. Asha Agarwal (Principal)
- One person to be nominated by the Governing Body of the College.
Shri Tribhuvan Sachdeva
- Finance Officer of the affiliating University
Shri Praveen Sharma
- One senior –most teacher of the College to be nominated in rotation by the Principal.
Dr. Shubha D. Kapdeo

Board of Studies:

Separate Board of Studies was constituted for each subject, in 2021, as per UGC guidelines for a term of three years.

9 Board of Studies were formed for **Arts Faculty** for- English, Hindi, Economics, Political Science, Sociology, Psychology, History, Home Science and Music.

8 Board of Studies were formed for **Science Faculty** for- Mathematics, Physics, Chemistry, Computer Science, Botany, Zoology, Microbiology, Biotechnology.

Board of Studies for faculty of **Commerce**.

Board of Studies for faculty of **Computer Science and Applications**.

The Autonomous Cell has **9 non-statutory committees** which are-

1. Planning and Evaluation Committee

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

Members	-	1. Dr. Shikha Mandloi 2. Dr. Seema Soni
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3. Sexual Harassment Committee

Members	-	1. Dr. Manisha Tripathi 2. Dr. Shikha Mandloi
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3. Students Welfare Committee

Members	-	1. Dr. Neena Chatterjee 2. Dr. Anita Awasthi 3. Dr. Anita Tiwari
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4. Academic Audit Committee

Members	-	1. Dr. Neena Arora 2. Dr. Shobhana Shrivastava 3. Dr. Soma Nag 4. Dr. Renu Shrivastava 5. Dr Harsha Chaturvedi
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5. Admission Committee

Members	-	1. Dr. Shubha Kapdeo 2. Dr. Sudha Tripathi 3. Dr. Purnima Joshi 4. Dr. Shriji Seth 5. Dr. Neena Chatterjee 6. Ms. Girijesh
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7. Examination Committee

Members		All Faculty Heads
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8. Library Committee

Members	-	1. Dr. Sadhana Ananth 2. Mrs.KhushbooVishwakarma
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(Librarian)

3. Ms.Purnima Malviya (Dy.Librarian)

9. Extra Curricular Committee

Members

- 1. Dr. Malti Joshi (Convenor)
- 2. Dr. Rupa Guha Nandi
- 3. Smt. Supriya Singh Chouksey
- 4. Smt. Meenesh Hindolia
- 5. Smt. Sudha Singh
- 6. Dr. Deepti Bhatnagar

IQAC Activities for the session 2022-23

The IQAC plays a key role in planning, monitoring and evaluating the academic and co-academic activities of the college. The IQAC devises academic calendar at the beginning of every academic year as per the directives of Higher Education. The IQAC is instrumental in bringing positive change in the administrative and academic functions of the college. The quality of an institution is ascertained based on the academic excellence of the students, teachers and the administrative functioning of an institution as a whole. Here IQAC plays a vital role in quality enhancement by promoting research culture in the campus, need based sessions for the faculty, technical staff and students. Following activities were performed during the session 2022-23

• Soft Skill Development Training Programme

A 6 days Employment Skill Development programme was organized by IQAC and Botany & Microbiology Department from 1 to 6 August 2022 in Association with American India Foundation (NGO) & Dell Technology. The inaugural session of this programme was attended by Mr. Deepak Ghosh M.P. State Coordinator, American India Foundation, Mr. Devashish Sarkar- Out Reach Executive, American India Foundation, MS. Akansha Tripathi & Ms. Munmun Malik, Master trainers, American India Foundation, Principal Dr. Asha Agarwal madam, Dr. Renu Mishra NAAC Coordinator, Dr. Shikha Mandloi, Criterion V incharge NAAC and Dr. Nishi Yadav, Asst. Prof. Microbiology. Programme was conducted by Dr. Shikha Mandloi. American India Foundation works with a goal to build workforce readiness in college going girls. They train young college going girls in commercial skills, life skills, interpersonal skills, corporate grooming & etiquettes, Resume writing & interview preparedness. Our students were privileged to be their initial participants in M.P. The details of the schedule of six days is as follows:-

Day	Content
Day 1	Employability
Day 1	Importance of communication
Day 1	Learn together
Day 1	Team Work
Day 2	IT Literacy
Day 2	MS Word
Day 2	MS Excel
Day 3	MS Powerpoint

Day 3	Money matters
Day 3	Collaboration tools
Day 4	Work place communication, Interpersonal skills
Day 4	Corporate grooming
Day 4	Resilience at workplace
Day 5	Resume Writing
Day 5	Mock Interview
Day 5	Time Management tools
Day 6	Problem solving - Decision making
Day 6	Personal leadership- Career progression

On 6 August 2022, the training programme was concluded with successful participation of more than 100 students. Students were given away certificates from American Indian Foundation.

• **Celebration of World Breastfeeding Week from 1st to 7th August 2022**

Poster Competition & lecture was organised on 06.08.2022 for the celebration of World Breastfeeding Week 2022 to create awareness about the importance of Breastfeeding for both the mother & baby's health. On this occasion a poster making competition was organised by IQAC, Botany & Microbiology department and NSS unit of Sri Sathya Sai College for Women, Bhopal in association with Paediatric Department, Gandhi Medical College, Bhopal, on the theme "Support Breastfeeding: Close to Mothers". Judgement of the poster was judged by Dr. Asha Agarwal, Principal Sri Sathya Sai College for Women, Dr. Rajesh Tikkas, Prof. of Paediatric, and Dr. Poorva Gohiya, Associate Prof. Gandhi Medical College, Bhopal on 6th August 2022. Dr. Rajesh Tikkas and Dr. Apoorva also delivered a lecture on benefits of breast feeding. Winners of competition were awarded with trophy & certificates. Dr. Shikha Mandloi and Dr. Nishi Yadav Asst. Prof Microbiology conducted the programme. On behalf of the Sri Sathya Sai College for Women, Dr. Renu Mishra HOD Botany & Microbiology want to extend a heartfelt thanks to Dr. Jyotsna Shrivastava HOD Paediatric Department Gandhi Medical College, Bhopal and their colleague for making this event so successful.

World Breastfeeding Week 2022

STEP UP FOR BREASTFEEDING
EDUCATE AND SUPPORT

WORLD BREASTFEEDING WEEK 2022 IS OBSERVED FROM 1 TO 7 AUGUST TO CREATE AWARENESS ABOUT THE IMPORTANCE OF BREASTFEEDING FOR BOTH THE MOTHER AND BABY'S HEALTH.

NOTE- Certificates shall be provided to all the Participants. First 3 Winners shall be Awarded with prizes along with Certificate.

RULES

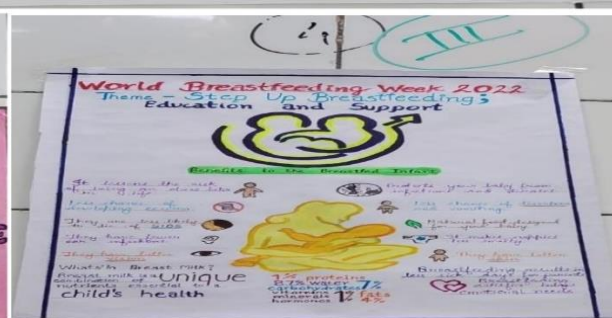
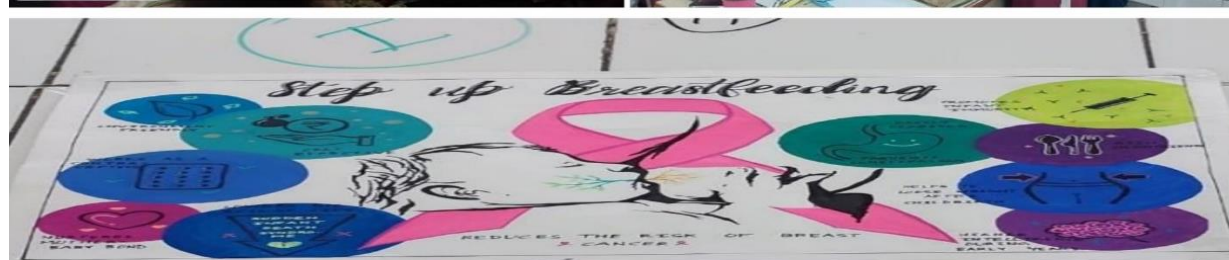
1. EACH PARTICIPANTS CAN SUBMIT ONLY ONE POSTER.
2. THE POSTER MUST BE MADE ON THE A3 SIZE 11.7 X 16.5 INCHES) SHEET WITH MARGINS (0.5 INCHES) DRAWN WITH BLACK PEN/MARKER.
3. POSTER CAN BE MADE USING PENCIL, CRAYON, WATERCOLOR, OIL PAINT ETC.
4. PHOTOGRAPHS, WIRES, OTHER 3D OBJECTS, PRINT-OUTS WON'T BE ACCEPTABLE.
5. IT SHOULD BE ORIGINAL AND HANDMADE.
6. THE TOPIC OF POSTER AND THEME SHOULD BE CLEARLY MENTIONED AT THE TOP MARGIN OF THE POSTER.
7. POSTER SHOULD CONTAIN PERSONAL DETAILS LIKE NAME, CLASS, CONTACT NUMBER ETC. ON THE BACK SIDE OF THE POSTER.
8. SUBMIT YOUR POSTERS ON OR BEFORE 4 AUGUST IN BOTANY LAB.

SRI SATHYA SAI COLLEGE FOR WOMEN, BHOPAL (M.P.)

Department of Botany & Microbiology and NSS
In Association with
Department of Paediatric, Gandhi Medical College, Bhopal

POSTER MAKING COMPETITION
World Breastfeeding Week 2022
Theme- Step Up Breastfeeding ; Education and Support

For any query, Contact us-
9425014870, 9479962722,
8827320081



• Expert Lecture on IPR

Expert Lecture on Patent Designs and Trademarks organised by IQAC of Sri Sathya Sai College for Women Bhopal on 25/8/2022. Chief Guest was Dr. N.K. Choubey, Principal Scientist & Head Patent Information, M.P. Council of Science & Technology. Lecture was given by Dr. Ajay S. Thakur, - Asst. Contoller - Patent & Design - Group A Gazetted Officer - Patent Office, Mumbai - DIPT, Ministry of Commerce & Industry, Government of India. Students and teachers of the college attended the programme. Session was quite insightful & informative. Quiz was conducted after the lecture.



- **National Seminar**

NAAC Sponsored One Day National Seminar (Hybrid Mode) On “Revised Assessment and Accreditation Framework of NAAC” 24th September, 2022. Detail report of the seminar given separately.



- **Two days’ workshop on Garba dandiya dance**

On 29 & 30 September 2022 two days’ workshop was organized by the IQAC & Entrepreneurship cell on Garba dandiya dance. On 1st October a special dandiya dance was organized with fare. Students, teachers & alumni enjoyed a lot.



Welfare activities for class IV employees

- On 10.12.2022 Blanket was distributed to class IV employee of the college.



• Extension activities

An Extension activity was organized for the Girls of Govt Ms. Dr. APJ Abdul Kalam School Kalapani Village area of Kolar Road Bhopal, on 14 December 2022 by the IQAC Cell, Sociology, Music, and Psychology Department of the College. On this occasion, Smt. Laxmi Thakur, Dr. Deepti Bhatnagar and Jyoti Bharti informed the Girls about health and hygiene, pre and post menstrual issues, cleanliness and nutrition. Sanitary pads were distributed to Girls by IQAC. Students were also present at this occasion.



Introduction of New Course:

Certificate Course:

- Human values & Professional ethics.

Examination Cell

This is a significant part of the Autonomous Cell. It is a confidential section responsible for conducting examinations both internal and external, evaluation, publication and display of results, maintenance of students records for all UGC approved courses falling under the purview of autonomy. The Examination Cell formed in 2018 will remain the same, upto NAAC Team Visit.

Admission process for session 2022-23 commenced from July 2022. Meetings of Board of studies for all subjects were held in October 2022. It was agreed upon for all subjects that the syllabus prescribed by the Central Board of Studies and approved by Barkatullah University in the previous session will be continued in this session also. The Examination pattern and mark scheme will also remain the same. NEP 2020 is implemented in UG I & II year as recommended by central board of studies and approved by the Governor of M.P.

The Examination Cell is structured as –

Chief Controller – Principal, Dr. Asha Agrawal

Advisor – Dr. Abha Bajpai (Retd. Prof. Hindi)

Examinations Committee –

Controller – Dr. Sudha Tripathi

Dy. Controller – Dr. Shriji Seth

Dy. Controller – Dr. Shalu Saxena

Finance Committee –

Advisor – Shri O.P. Mishra

Co-ordinator – Dr. Poornima Joshi

Dy. Co-ordinator – Dr. Sunita Yadav

Printing Cell –

Co-ordinator – Smt. Vaishali Kadwey

Dy. Co-ordinator – Dr. Megha Singh

Dy. Co-ordinator – Dr. Smita Nair

Dy. Co-ordinator – Dr. Soma Nag

Computer Cell –

Co-ordinator – Ms. Girjesh Chouhan

Dy. Co-ordinator – Smt. Ekta Sabarwal

Computer Operator & Office –

Data Entry Operator – Smt. Shashi Sharma

Office Assistant – Smt. Asha Sanjay Shirsat

Meeting of the **Academic Council** was held on 14.11.2022. Academic Calendar for the session was presented and approved. Generally two CCEs are held in each session. The first CCE was taken in the non-traditional mode for which students were given MCQs and assignments which they had to submit and were marked on them. The second CCE was held in the Traditional mode- students had to take offline tests-paper pen mode. Their papers were evaluated and marked. It was decided that for all subjects at UG & PG levels a certain pattern of question papers will be followed. The paper will be in three sections – Objective questions, Short answers and Long answers. PG Sem IV will have Job Oriented Project of 100 Marks.

Finance Committee 24.03.2022 to 25.03.2025

The Finance Committee meeting of Sri Sathya Sai (Autonomous) College for Women, Bhopal was held on 18.04.2023 the following Members were present.

- **Chairman:** Dr. Asha Agarwal (Principal)
- Finance Officer of the affiliating University

Shri Sunil Kumar Khare

- One senior –most teacher of the College to be nominated in rotation by the Principal.
Dr. Shubha D. Kapdeo

Dr. Poornima Joshi, Asst. Professor Commerce, Dr. Sunita Yadav Asst. Professor Zoology, Dr. Neena Arora, Associate Professor Chemistry, Dr. Renu Mishra, Associate Professor Botany and Shri O.P. Mishra, Accounts Officer were present in the meeting as special invitees.

The Principal welcomed Shri Sunil Kumar Khare and all members present in the meeting.

At the outset it was conveyed that since the College was granted Autonomous Status the finance committee was constituted as per UGC guidelines for a term of 3 years.

The main points discussed were as follows:-

1. It was conveyed that in the academic session 2020-21 (1 July 2020 to 30 June 2021), the estimated income from examination and other fees would be Rs. 16,70,000/-. An estimated expenditure Rupees. 15,80,000/- was proposed. In

the session the actual income was Rs. 15,97,779/- and the expenditure was made accordingly. For the session 2021-22 (01 July 2021 to 30 June 2022) a budget was proposed on the basis of estimated income and expenditure.

Meeting of the **Governing Body** was held on 29.04.2023.

The following members were present:

1. Chairman:- Dr. Meena Pimpalapure

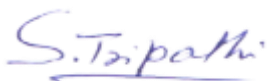
2. Shri. Jamboo Bhandari	-	Member
3. Shri. S.K. Sachdeva	-	Member
4. Dr. Gyanvardhan Pathak	-	Member
5. Shri. Vijay Sampat	-	Member
6. Dr. Jyotsna Galgale	-	Member Teacher
7. Dr. Shampa Malhotra	-	Member Teacher
8. Dr. Radhavallabh Sharma	-	Educationist
9. Prof. Mrs. Pushplata Singh	-	UGC nominee
HOD Ancient History & Archeology, B.H.U.		
10. Dr. Mathura Prasad	-	State Government nominee
11. Dr. Mona Purohit (UTD BU Bhopal)	-	University Nominee
12. Dr. Asha Agarwal	-	Ex- Officio

- The Principal Welcomed all the members present in the meeting.
- Dr. Abha Bajpai, Advisor, Autonomous Cell co-ordinated the meeting and presented the working details of the cell and the system of examination followed by the institution.
- Minutes of the Academic Council meeting were read and approved.
- Model Questions of Nep 2020 of I year of all faculties were prepared at by Autonomous cell.
- In UG I & II Year NEP – 2020 is implemented. The questions paper of the external examination should preferably contain long answer, short answer and objective questions. Where the internal assessment is for 30 marks, the continuous evaluation of the student will be conducted at four times by conducting four tests of 10 marks each of these, three must be written tests and the fourth may, be written test/ Quiz/ Seminar/ Assignment for theoretical courses Marks Obtained in best three tests out of four will be awarded to the student
- Minutes of the Finance Committee meeting were read and approved. Budget proposals for the session 2022-23 were presented for approval.
- The Principal gave a brief report on the working and progress of the Autonomous Cell in the session.

The Principal conveyed that the next session 2022-23 is expected to commence by July/August 2023. Regarding teaching learning systems and courses, UGC guidelines will

be followed.

- The meeting concluded with vote thanks to the Chair and other present.



Controller

Autonomous Cell



Principal

PRINCIPAL

Sri Sathya Sai College
For Women, Bhopal (M.P.)