YEARLY STATUS REPORT - 2022-2023

Part A
Data of the Institution

1.Name of the Institution	SRI SATHYA SAI COLLEGE FOR WOMEN, BHOPAL
• Name of the Head of the institution	Dr. Asha Agarwal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	07552451119
• Alternate phone No.	07552451119
• Mobile No. (Principal)	9826141741
• Registered e-mail ID (Principal)	ssswcbhopal@yahoo.co.in
• Address	Sri Sathya Sai College for Women, Kasturba Hospital Road, H.E.P.O. Habibganj, Bhopal- 462024
• City/Town	Bhopal
• State/UT	Madhya Pradesh
• Pin Code	462024
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	13/07/2018
• Type of Institution	Women
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the IQAC Co-ordinator/Director	**Dr. Renu Mishra**
• Phone No.	**9425014870**
• Mobile No:	**9425014870**
• IQAC e-mail ID	**renumishra21@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.srisatyasaiedubpl.org/iqac/AQAR/aqar2021-22.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.srisatyasaiedubpl.org/Autonomous/Academic%20Calendar%202022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**0**	**2004**	**01/07/2004**	**01/07/2009**
Cycle 2	**A**	**3.03**	**2015**	**01/07/2015**	**31/12/2023**

6.Date of Establishment of IQAC	**01/07/2004**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Department of Science and Technology, Govt. of India	**DST- FIST**	**DST**	**18/11/2015**	**80,000,00.00**

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	[View File](#)
9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Did IQAC receive funding from any funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

• Successful organisation of National Seminar on "Revised Assessment &Accreditation Framework of NAAC" in hybrid mode. • Successful organisation of International Conference on "Post Covid Trends of Biological Sciences towards Research, Therapeutics, Innovation and Entrepreneurship". • Starting of certificate course on Human Values & Professional Ethics. • Organisation of soft skill development workshop for students. • Organisation of National level e-poster competition on world population day.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To organize workshop, seminar and conferences	**National workshop on Innovation in teaching and learning on 17 September 2022 2. One day National Seminar on Revised Assessment and Accreditation Framework of NAAC on 24th September 2022 sponsored by NAAC. 3. Two days international conference on post covid trends**

	of Biological Sciences towards research, therapeutic, innovation and entrepreneurship. (11th – 12th November 2022)
To conduct workshops, training programmes for personality and skill development of students.	Two days national workshop on Vedic Mathematics (29-30th September 2022) 2. Workshop on preparation of Jams, Jellies, Pickle and juices (17-18 November 2022) 3. Workshop on use of software chemsketch in chemistry (22 November 2022) 4. Soft Skill development workshop. (6 days from 6-11 August 2022)
To conduct awareness programmes for I Year students regarding NEP	Induction program on introduction to major/minor/elective/ vocational subjects in NEP on 08 July 2022 2. Quiz titled NEP 2020 and innovation was held on 14 November 2022.
To organize expert lectures & programmes for students regarding employment and career opportunities	Lecture on "Medicinal Plants" 8 December 2022. Lecture on "Sanchar Madhyamon me Hindi Ki Bhoomika evam Rojgar ke awasar". 20th September 2022. 3. Lecture on Job opportunities in Tourism and Heritage Management. 4. Pamphlet Designing competition on use of ICT in education. 5. Two days training programme at Pt. Kunjilal Sansadiya Vidhyapeeth. (8-9 December 2022) 6. Lecture on Designer Bioinspired Hydrogels: A key to Biomedical Challenges on 26 September 2022.
To organise expert lectures & awareness programmes for students on environment sustainability, constitution of India, sexual harassment human rights etc.	Tree plantation activity on 28 July 2022. Lecture on Sexual Harassment on 27 September 2022. 3. Lecture on Effectiveness of Mental Wellness 4. Awareness programme to conserve house

	sparrow on 10 September 2022. 5. National intercollegiate slogan, photography and documentary competition on world animal welfare day 17 October 2022. 6. Orientation programme on Biodiversity of birds and butterflies. 7 December 2022. 7. Field visit of students to Bhoj Wetland. 8. National Level poster competition on effect of over population on Development and Nature on 15th July 2022. 9. Seminar on POSCO Act on 10 November 2022. 10. College level poster competition on Women's Rights on 25 November 2022 11. National Level Essay competition (On-Line Mode) on constitutional Law on 30 November 2022. 12. National Level Quiz on constitution of India on 25 November 2022. 13. Lecture on Law, Women & HR on 08 December 2022. 14. National Webinar on Human Rights on 10 December 2022.
Programmes for participation of students in community outreach programmes and extension activities.	Visit to old age home on 13 January 2022 . Legal Aid Camp on POSCO Act on 19 November 2022 Legal Litracy Camp on 16 January 2022 4. Distribution of Sanitary pads to school girls. 5. Distribution of food packets among the villagers of adopted village Tola Chotta Kheda in November 2022 6. One day camp on cleanliness and its importance at gram Tola Chotta Kheda on 25 April 2023
13.Was the AQAR placed before the statutory body?	Yes
• Name of the statutory body	

Name of the statutory body	Date of meeting(s)
College Governing Body	29/04/2023

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2021-22	04/05/2023

15.Multidisciplinary / interdisciplinary

Multidisciplinary/Interdisciplinary education is the central recommendation of the National education policy 2020. Our college is offering courses at under graduate level that opens new horizons of knowledge to the students. In accordance with the new syllabus designed by HE Dept., Govt. of MP we are offering vocational and open elective courses in different streams that has a combination of arts, commerce, computer and science subjects.

To accomplish such a holistic and multidisciplinary education, NEP 2020 requires a flexible and innovative curriculum that includes credit-based courses and projects in the domains of community engagement and service, environmental education and value-based education. We have open electives so that students can choose for other areas of their choice and also it is possible to introduce minors option so that they can pursue other disciplinary subjects along with core subjects. Multi-disciplinarity education are extremely important for success for any discipline. For example proficiency in language like English and Hindi is included as a part of qualification parameters for enhancing the skilling an employment of our students.Different departments offers a number of vocational / Certificate courses like Medicinal Plants, ICT skills, Python Programming, Vocal Music, Accounting and Tally, Dyeing and Printing, Indian Polities, Human Values & Profession ethics, MS Office, Web Designing, Banking and Insurance, FIne Arts, Heritage walk etc. This approach helps to create new knowledge which is beyond the limits of a particular discipline.

16.Academic bank of credits (ABC):

Ordinance 14B of Department of HE, Govt. of MP is a policy document in which article 24 mentions credit transfer of students. Our institution proposes that the record of credits earned by students in their regular courses and additional credits earned through MOOC courses of SWAYAM, NPTEL platform, Certificate courses will be deposited in the academic bank of credits as per the instructions of the Department of HE, Govt. of MP.

Prepared a video tutorial for helping students in ABC id creation (https://www.youtube.com/watch?v=opr65Xxu9iA).
In total, we have 215 ABC IDs created under our college till date. But, since we are not getting our expected format for NEP gradesheets containg CGPA in current year and AGPA of individual years. We are not able to proceed in uploading of gradesheets in digilocker. Also, "Upload Credit Score" button is not working for uploading of individual credit score. Otherwise, all students of I year and II Year except 2 in II year have earned 40 credits in each year. List is ready with us.

17.Skill development:

Soft skills are character skills and personality traits that reflect how you work in general and with others. They are essential skills as they polish our ability to adapt to all kinds of circumstances and succeed in every aspect of society. Soft skills nowadays have become the need of the hour for every individual and in particularly for the students, as the soft skills positively impact academic performance of the students. NEP 2020 suggests that separation of education and training has significantly contributed to a situation where our workforce is under-skilled and hence not able to participate in social, economic and civic life. Vocational education has therefore been mainstreamed in our Curriculum to meet the skill needs of our learners. In order to develop soft skills among the students the college along with the regular courses
offers vocational and certificate courses through
various departments and societies. The college also encourages students to take up various vocational and professional courses through SWAYAM/ NPTEL portal. .We have different skill enhancement courses (4 credits) and ability enhancement courses (8 credits) like FoundationaLHindi, English and Environmental education mandatory for all disciplines.Field projects (4 credits) in coordination with the stake holders are also included as integral part of our curriculum. certificate courses on Cultivation, Processing and Marketing of Medicinal plants, Vermicomposting are skilling, reskilling and upskilling the learners with focus on environmental responsibility.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Language is the medium for comprehending ideas for reflection and thinking as well as for expression and communication. The main objective of language in education are - Enhancing one's facility in the language of instruction is thus a vital need of students – teachers. Visualizing as a range of primarily text-based language activities which will aid in strengthening the ability to read, think, discuss and communicate as well as to write. To enable the student to read and response to a variety of texts in different ways in different languages. As a means to understand how knowledge has been embedded in our Indian civilization,we focus on strengthening of Indian languages is of prime importance. we design our syllabus in both English and Hindi but also maintain the language of communication and also examination system bilingual. We are planning to establish a language lab in our college that aims at enhancing the speaking, listening, reading and writing skills of our students with special focus on improving the grammar, vocabulary and phonetics. A regular feature of the college is the presentation of culture, language, customs, traditions, cuisine is a traditional dives of different states of India by the students enables the learners to imbibe the indian culture through curriculum . Department of Mathematics organized a two days national online workshop on "Multiply Magically with Vedic Mathematics". from 29-30 September 2022 . Yoga for students is a regular feature . We have a well designed online courses on Data Science and Artificial Inteligence

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-based education (OBE) is education in which an emphasis is placed on a clearly articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have, Outcome Based Education focuses on mapping, measuring and achieving predetermined educational goals to help students learn develop and nurture skills that would help them grow in their professional as well as personal life. NEP 2020 also articulates this idea and advocates framing of curriculum to acheive these objectives.

Learning outcomes form an integral part of our curriculum starting from need analysis of that particular program of study to development of concept map and blue print. All teaching Departments design syllabi based on UGCs initiative of LOCF (learning Outcome Based Curriculum Framework. We also include the Course outcome, Program outcome in this process so that the teachers and students

are self egulated and choose learning strategy that helps them in monitoring and achieving learning outcomes.

Projects, group projects, practicals, field visits, etc.provide with ample opportunities for students. Various modes of knowledge sharing by students, such as class teaching, seminars, presentation, model creation etc. are means to achieve outcome-based learning. The internal evaluation through class test and other modes of evaluation provides an opportunity to the teaching fraternity to acess the degree to which the outcomes have been acheived thus providing a tool to further improvise methods of teaching - learning in order to acheive outcome based education.

20.Distance education/online education:

As per UGC Open and Distance learning program and online program regulations 2020 our college does not offer any program through open and distance learning mode. College is the study centre of Madhya Pradesh Bhoj Open University since 13 October 2021. Course in which students have taken admission are B.Sc., B.A., MSW, & MA Sociology. Centre Code – 0169. Department of Education also have Bhoj Study centre since 2008 with centre code 0102. Importance of Open Distance Learning programme through M.P.Bhoj Open University. Candidates can work part time or in regular mode while doing their B.Ed. Candidates can save money as ODL does not require the candidate to visit the college regularly. Candidates can invest the time saved in some other productive work. Candidates have the freedom to learn at their own pace. Candidates can study whenever and from wherever they want.

 Online Education: In view of unprecedented circumstances due to COVID 19 pandemic, our faculty has prepared learning material in the form of e content accompanied by effective online delivery of the same. The various faculties of the college have also prepared e-content for M.P.Higher Education. E-content is shared with students after their regular lectures. Our college has been promoting students to take up courses online on SWAYAMs National MOOC portal platform.

Extended Profile

1.Programme	
1.1 Number of programmes offered during the year:	**8**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student	
2.1 Total number of students during the year:	**457**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**185**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**451**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.Academic	
3.1 Number of courses in all programmes during the year:	**22**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.2 Number of full-time teachers during the year:	**57**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3 Number of sanctioned posts for the year:	**65**
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**3040**
4.2 Total number of Classrooms and Seminar halls	**49**
4.3 Total number of computers on campus for academic purposes	**135**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**950,159**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The institution follows the curriculum prescribed by the Central Board of Studies, department of Higher Education M.P., Bhopal. In this session, 2021-22 NEP2020 was implemented by Higher Education M.P. The complete curriculum was revised so as to focus on the program-specific outcomes and course outcomes of various programs. All the courses in any program of study are developed for having relevance to local, national, and global developmental needs. Every department of study which offers any program has a Board of Studies (BOS) comprising of the faculty and external subject experts who after deliberations approve the syllabus of any course. The Board of Studies of each department oversees the relevance and requirements

of any course in the programs that the department offers. A meeting of BOS is conducted every year with the objective of revising and moderating the coursesconsidering the academic trends and market or industry requirements. Though minor revision is a continuous practice, major revisions aredone mostly after the completion of the program duration. The program outcomes for any level of the program carry components from contribution to the existing body of knowledge to the acquisition of general graduate skills. For example, for UG programs, the program outcomes can be the understanding of the course/subject conceptsand learning effective communication skills, For PG programs, the program outcomes generally are mastery of the subject knowledge, its application in relevant contexts, learning teaching skills, preparation for higher studies and so on.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.srisatyasaiedubpl.org/iqac/iqac%20program%20outcomes%202022-23.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

6

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

8

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

8

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

4

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Sri Sathya Sai college for women has been established not just to enable students to earn a living, but to make them acquire good

traits and lead ideal lives. The students, thus concentrate, not only on their studies but also on the development of their character, so that they may serve as examples to others and promote the Sai ideals through their actions.

Sri Sathya Sai College For Women has always emphasized that education should not only enable students to earn a living but should also facilitate them to become better human beings. Various initiatives are taken by the institution in order to achieve this objective.

MoralEducation is promoted by every Thursday lecture by experts in different subjects. There are nine different societies which various activities on cross-cutting issues. Along with a standardized learning plan, the curriculum is enriched by courses that focus on Gender, Environment & Sustainability, Professional Ethics, and Human Values.

The Curriculm is enriched by courses liked Indian Constitution ,Indain Culture,Entrepreneurship, Professional Ethics and Environmental Studies throughout the entire tenure of UG and PG Programme Which helps students to analyse and understand different underlying IssuesProfessional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values .

From this year college has started a Value added Certificate Course onProfessional Ethics andHuman Values for all UG and PG Students.To Sensitize students about these issues several activities such as essay writing,,slogan competition ,debate competition ,Seminar ,Workshop,Plantation drives ,Street play Etc.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

1

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

10

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

155

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.srisatyasaiedubpl.org/iqac/Stakeholders%20feedback%20Report%202022-23.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following   **A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.srisatyasaiedubpl.org/iqac/Stakeholders%20feedback%20Report%202022-23.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

457

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

218

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution focuses on the all-round development of students. Right from academics to human values to art, culture, and spirituality everything is instilled in our students During the induction programme, the new students are familiarized with their syllabus and the teaching-learning methods followed in the

institution.

Quiz and psychometric tests are conducted to identify the slow and advanced learners. Learners are continuously evaluated through class tests, assignments, learner responses in the classroom, presentations, preparation of charts, posters, models, etc.

Advanced learners are provided with extra study material and are encouraged to take up courses through SWAYAM , NPTEL and other on-line platforms, which will add to their credits . They are also motivated to participate in seminars, workshops, training programs and capacity building programmes. They also recognized by giving gold medals.

Special attention is given to the slow learners. Extra classes are conducted and simple study material is provided for the slow learners. The teachers win the confidence and trust of the learners and motivate the learners to open up and participate in all curricular, co-curricular, and extracurricular activities which will help them to gain confidence and explore their own talents and skills. Peer learning & tutoring are encouraged.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1bfG2YSfVYUf8S75jNx_wluxjIk0_plXR/view?usp=drive_link

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/09/2022	457	57

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

All teaching learning should essentially be learner centric unlike

the traditional system where the teacher is active and the learner passive. Student centred learning is more interesting and engaging catering to learner goals and needs:

- Student centric learning include experiential learning, participative learning and problem solving methodology.

- When there is 100% participation of students, is called participative learning. It helps in enhancing the decision making power of student, develops critical thinking and Self-reflection. This includes role play, group projects, discussing paired work, hands on training, organizing workshops, exhibitions, classroom teaching, etc.

- Interactive skills are enhanced and students are encouraged to communicate with classmates, teachers and peers which enhances their expressions and interest in their subjects of study.

- When students are involved in organization of events and activities it promotes leadership qualities in the students and inculcates the spirit of teamwork among them.

- Poster presentation on relevant topics, preparing/ making book reviews enhances creativity and free expression among students.

- Open and free access to books and internet and library and departments promotes the habit of self-study and exploration of innovative ideas.

- Departments organize guest lectures for the students to enable them to learn and explore beyond the syllabus. Workshops and capacity building programmes are also conducted. Students are encouraged to write review articles and research papers, and prepare question banks.

- For experimental learning students were taken for educational trips, field visits, laboratory visits and industrial visit.

File Description	Documents
Upload any additional information	[View File]()
Link for additional Information	https://drive.google.com/file/d/176blSpsji5z BP8lmwOzEdDMJHY-4rLlM/view?usp=sharing

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The institution has established several smart classrooms equipped with state-of-the-art technology. Instructors typically employ ICT-enabled teaching techniques, creating computer-assisted teaching aids that are not only interactive but also enriched with animations and simulations, captivating the learners' attention. The use of audio-visual aids leaves a lasting and impactful impression on the students.

- The campus premises are WiFi enabled.
- To deliver lessons using ICT-enabled tools, teachers utilize a range of online platforms such as the Microsoft Team and Google Meet.
- Classrooms are equipped with LCD projectors and labs are equipped with computers.
- Google classroom is used to manage and post course related information/ learning material, quiz, lab submissions, assignments and evaluations.
- Online drawing tools like concept maps, mind maps, are used to perform student centric activities.
- The power point presentations are enabled with animations and simulations to improve the effectiveness of the teaching-learning process.
- Seminar, workshops and guest lectures are conducted on Hybrid mode to promote ICT enabled teaching.

Advantages of teaching using ICT -enabled tools:

- Interactive Learning
- Global Learning
- Feedback and Assessment
- Multimedia Presentations
- Access to a Wide Range of Information
- Adaptation to Technological Advancements
- Collaborative Learning
- Remote Learning
- Personalized Learning

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://srisatyasaiedubpl.org/Resources/e_resources.php
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

57

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

As an autonomous institution, we take the initiative to create our college's academic calendar in alignment with the academic calendar of higher education in Madhya Pradesh and Barkatullah University (B.U.). After the syllabus receives approval from the Department of Higher Education, Government of M.P., our autonomous cell's Board of Studies also gives its endorsement. At the outset of each academic session, our dedicated teaching faculty collaboratively crafts a month-by-month breakdown of the syllabus.

Every teacher prepares her teaching diary / plan for each month which is duly signed by the HoD at the end of the month. All instruction regarding CCE (traditional / non- traditional) are given to the students at the beginning of the session. A time schedule is proposed by the autonomous cell which is followed by all the Departments.

Meetings of all Faculty Heads and Heads of Departments along with the Principal are held regularly to plan time schedule for Practical Exams, Internships, dissertation, JOPs, submission of CCE, etc.

All other events of the institution are also planned in advance as per the tradition of the institution and the instructions of the Department of Higher Education Govt. of M.P.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

57

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	[View File](#)

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

47

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	[View File](#)

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

57

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

Approximately two months

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

7

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Various measures have taken from time to time to reform examination procedures and to integrate information Technology into the evaluations system. Automation of examination registration and generation of admit cards, IT integration for preparation of results and mark sheets.

Each HOD submits a panel of examiners separately for theory and practiced exams which is duly approved by examination committee of

the autonomous cell. The examiners who given consent are appointed as paper setters. After the examination generally evaluation is done by the same examiner.

Marks of practicals, CCE, internships, dissertation, are given to the IT Cell after evaluation & checking. The IT Cell prepares tabulation register sheet and marksheets. The same is signed by the registrar of the affiliated university then it is displayed on college website. In our college we follow nontraditional methods in CCE I and traditional methods in CCE II. For CCE II Examination time table is prepared for all classes and written examination is organized. The Autonomous Cell Issues Answer copies for the examinations. The paper pattern and units to be included are decided in advance by organizing meeting of Heads of Departments. The valuation is done by subject teachers and CCE marks are submitted by them in autonomous exam cell within stipulated time.

CCTV cameras have been installed in classrooms and different areas of campus for proper surveillance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Examination%20Policy.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Our college places a strong emphasis on clarity and transparency when it comes to the Program Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) – these are not only communicated clearly to our students but are also prominently displayed on our college website.

To ensure our students are well-equipped from the very beginning of their academic journey, we organize an Orientation Programme at the start of each session. During this program, we familiarize our students with the Course Outcomes, Programme Outcomes, and Programme Specific Outcomes, as well as various development opportunities.

In alignment with our college's mission and vision, we are dedicated

to nurturing the holistic development of our students. This involves instilling essential life skills, fostering effective communication abilities, and promoting the enrichment of human values. To further enrich their college experience, we actively encourage our students to engage in extracurricular activities, including but not limited to NSS, NCC, Sports, and Cultural activities.

Our institution proudly boasts nine diverse societies – Current Affairs, Cultural, Debate, Discipline, Dramatics, Environment, Literary, Philanthropic, and Sports. As part of our commitment to well-rounded development, it is mandatory for all students to join one of these societies based on their interests. These societies organize a variety of programs throughout the academic year to raise awareness about and familiarize students with the everyday challenges and issues they may encounter.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.srisatyasaiedubpl.org/iqac/iqac%20program%20outcomes%202022-23.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

At the beginning of the session every Department is encouraged to specify the programmes offered by the department and also analyses of the POs, PSOs & COs. The curriculum has been developed considering all the POs and assuring that the curriculum is strongly aligned with the mission and objective of the college to fulfill its vision.

To insure the attainment of COs the departments HODs were asked to discuss with the faculties whether the specified outcomes have been attained. The short comings are explored and efforts are made to rectify them. The POs, PSOs & COs are evaluated and communicated to the students. We have various modes of assessment for Continuous Comprehensive Evaluation(CCE) like assignments, class test, chart and model making, poster presentation ,field report ,Industrial report ,power point presentation ,group discussion and Echart making etc.which foster learners ability to achieve POs. Students feedback

regarding them is taken regularly and suggestion are sought for improvement.

Medals are awarded to students by various faculties / Departments on the basis of the marks scored. The students are motivated to put in their best and secure highest marks for which they would be honored with gold medal. Other awards and incentives are given to students who perform well.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisatyasaiedubpl.org/iqac/Attainment%20of%20Course%20Outcomes.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

282

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://srisatyasaiedubpl.org/Autonomous/Autonomous%20Progress%20Report%202022-23.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://www.srisatyasaiedubpl.org/iqac/student%20survey-response%20analysis%202022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research and innovation has played an important role in higher education institutions everywhere. Institute is committed to providing research facilities in all disciplines of Science, COmmerces and Humanity. Students carried out research under the supervision of research guides and present them at appropriate forums. Institute has a well defined research policy which aims at providing job opportunities in industries and research laboratories as well as enhancing national and international collaborations. In our college research committee was established in the year 2014 and publication of research journal HIGHBROW was started.The objectives of this committee is to help enhance the quality of research by following methods:

1. Establishment of centralized research facilities with expert technicians to run the equipments
2. Awards for research achievements like research publications in UGC , Scopus, Web of Science indexed journals
3. Importance of research ethics for sustainable work and conservation of ecosystem can be emphasized by conducting research project review meetings.
4. Promoting innovative ideas beneficial for society and industries
5. Industry based research through collaboration
6. Allocation of funds and duty leaves can be given for attending academic conferences and workshop
7. Seed money for short proposals of research work
8. Promoting multi-disciplinary research
9. Incentives for obtaining funds for organising conferences and workshop
10. Research scholarships for students
11. Development of Incubation centre for encouraging discussions about small scale industries to develop and commercialize the products.
12. Faculty providing consultancy can be issued a letter of appreciation along with profit sharing.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Research%20Promotion%20Policy.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

Nil

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

Nil

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

Nil

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	**No File Uploaded**
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

Nil

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	**No File Uploaded**

3.2.3 - Number of teachers recognised as research guides

13

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	[View File](#)
Institutional data in Prescribed format	[View File](#)

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

Nil

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Entrepreneurship and virtual incubation centre established in December 2021.This centre inspires budding entrepreneurs to discuss and grow their own business ideas through various online /offline lectures. Eminent industrialists and entrepreneurs are invited for interact with our young students. The Institution provides mentoring support and space to display and sell products made by students to earn while they learn on campus.

Excellent research infrastructure has been created, both through extramural sources FIST and also through intramural funding. The Institute has developed several research labs in the respective departments along with a central research lab. The lab comprises of many instruments like Monowave microwave, HPLC, Millipore etc. which is accessible to all to promote research opportunities among faculty and students alike. This lab is funded by FIST worth Rs. 62,00,000.00 .Webinars and E-lectures are conducted by experts from renowned domains from India and abroad to facilitate the undertaking of interdisciplinary research

Visits to the research centre, industries are conducted. IQAC regularly organizes seminars and workshops encouraging participation from students and faculty. Annual events are organized likethe Science day Celebration, Exhibition of Models- Charts, and Innovative ideas of students. A large number of job-oriented Projects, Vocational courses as well as certificate courses are offered for skill development . wo days International Conference in hybrid mode.On "Post Covid Trends of Biological Sciences towards Research, Therapeutic, Innovation and Entrepreneurship was organized by department of Zoology & Biotechnology, utilizing autonomous grant of collegeon 11-12 November 2022.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/ entrepreneurship_development_cell.php

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

35

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	http://bubhopal.ac.in/site/Upload/2ef97fe3-e688-4067-b68e-1635c2ef32e8.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

8

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1aN4i_rVf8q9af9a3aZb6aF-JHMVHtXHy?usp=drive_link

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

74

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

79,700

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

15,00,875.00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The major objectives of extension activities is to change the outlook of students and develop their social and cultural sense of community. Education and extension activities enable a student to understand their responsibility towards family and society. The institute's NSS and NCC team work in coordination with Red Cross Society and other departments for extension activities to sensitize students towards social issues. The activities are framed in such a way that it becomes interactive and interesting at the same time. Participation in extension activities encourage students to think critically and express themselves clearly and manage conflict. It also teaches them time management. It makes them aware of the problems faced by underprivileged sections of society. Working outside college with various local social groups develops self confidence and appreciation for others.

Various extension activities organized by college include

COVID Vaccination Drive & Awareness regarding uses of Mask & Sanitizers

Blood Donation camp

Health Check up

Plantation activity

Cleanliness drive

Visit to orphanage and Old age homes

Gender sensitization webinars

Awareness about schemes related to women empowerment and girl child scholarship

Lecture on Health and hygiene

Nutrition month & development of Nutrition Garden

Child Right and child protection right

Awareness about disabilities and problem of Divyangjan

Importance of Breast Feeding

Importance of Yoga

Distribution of Woollen clothes

Digital literacy and philanthropic work

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://srisatyasaiedubpl.org/Institute/Extension_Activities.php

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

13

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through

NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

19

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

233

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

01

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The College ensures adequate availability and optimal utilization of physical infrastructure as it is linked to the vision of our College "We envision the emancipation and empowerment of women through value based education and enabling them to participate actively in the work of nation building and social reconstruction". From the inception of the academic year, need-assessment for replacement / upgradation / addition of the existing infrastructure which is carried out based on the suggestions from higher authorities, Institutional Head, Heads of the Departments, faculties and lab technicians after reviewing course requirements, student computer ratio, budget constraints, working condition of the existing equipment and also students grievances. Optimal utilization of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology and appointment of adequate and well qualified lab technicians. The available physical infrastructure is optimally utilized to conduct co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment meetings, seminars, conferences etc. College has well equipped laboratories for the students as well as students of other colleges also to do practical,demonstrations and project research workwhich enhance the learning process. College also have well aerated 41 classroom, 16 laboratories, 4 classroom with LCD facilities, Computer Literacy Lab.(with 65 computers approx.), seprate ICT Lab , Wi-Fi facilitated campus. The academic time table is made in such a way that Lecture Theatre, smart Class rooms, fully automated Library,Laboratories etc are fullyutilized by staggering the classes. Medicinal Garden is also maintained for Botanical studies.

File Description	Documents
Upload any additional information	[View File](View_File)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Gallery/teaching_learning_facilities.php

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

College provide adequate facilities for cultural activities, sports,games (indoor and outdoor), and Yoga.

The Music department has well-furnished two rooms with music instruments like Harmonium, Tabla, Dhapli, Tanpura, Manjeera.Institute has three large multipurpose playgrounds on the primises which are used for multiple games, such as, Athletics, Cricket, Football, Hockey, Volleyball, Basketball and Kho-kho, Badminton as Outdoor games and Table Tennis, Carrom, Chess as Indoor games. Gymnasium is also available. Different sports activities are organized in the college as per the time table of Department of Higher Education and Government of M.P.and Affiliating University. The play ground in the college is used for intra collegiate competitions also.

There is Yoga centre in the Bhajan Hall where girls and teacher perform yoga under the supervision of Dr. Sarita Kushwah.College has well equipped assembly hall, seminar hallandopen stage for organizing annual function and cultural events. Seminar hall have a seating capacity of approximately 100 students. This hall is fully airconditioned with a podium, permanent furniture and PA system for important activities like conferences , seminars, different competitions , Guest Lectures, FDPs etc.The college encourages students to participate in cultural activities like music, dance, literary, fine arts. There is one big hall with capacity of more than 250 students and an open stage which is used for large gathering and annual cultural program. The college provides aspiring musicians with musical instruments such as tabla, guitar, drumsets, synthesizer, etc for inter collegiate cultural program.

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Gallery/co-curricular_activities.php

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

10

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

9,40,825/-

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

lLibrary services were fully automated since 2004 with ILMS software - Softake Gladulas (Personalised) .

Name of the ILMS software - Softake Gladulas (Personalised) ·

Nature of automation (Fully or Partial) - Library is Fully Automated · Version - 3.0 ·

Year of Automation - 2004

The various activities of the library such as data entry, issue and returns and renewal of books , member login etc. done through the ILMS software. Softake Gladulas is an ILMS software is to design manage the institutional library management process. It captures almost every activity related to library and it has provision to log almost all stocks kept in the library like books, periodicals, back volumes. Issue return process is fully automated and manual cards are kept as supporting documents for students and faculty. Alumni data is also stored in the software. Varies types of reports can be generated with the use of above mentioned software which is useful for various committees and inspections. Software is upgraded time to time against the regular Annual Maintenance Contract. An Integrated Page 36/65 17-01-2023 03:36:46 Annual Quality Assurance Report of SRI SATHYA SAI COLLEGE FOR WOMEN Library Management System is a computer-based system. It performs library automation and collection development tasks broken down into different modules that are focused on simplifying tasks such as acquisition, cataloguing, and circulation commonly done in any library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/library.php

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

141281/-

File Description	Documents
Audited statements of accounts	[View File](#)
Any additional information	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

23 -125

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

College has ICT policy which is maintained and updated as per alloted budget. The college has seperate ICT cell. It has a sufficient infrastructure. The institution as a whole has 180+ Computers and associated peripherals, n/w equipment to support ICT work throughout the campus. Besides having separate computer labs for UG and PG classes, computer literacy lab which is equipped with LCD projector, smart board, internet facility, all department, library, B.Ed., Law, Office, A/c Office are having adequate computing, printing facility in their departments. We have a dedicated 1 Gbps Broadband internet connectivity. Owing to the pandemic in order to facilitate online classes leased line bandwidth was of 16 Mbps was upgraded to Broadband Connection of 1 Gbps(infinity plan) and Wi-Fi equipment werealso installed in whole campus [8 WiFi devices]. N/w cables and equipment were laid wherever required in the main building. Camera and Speaker/Mic were provided to those department with desktop facility. Institution has a active firewall license in place for overall access control of internet sites. All systems accessing internet have licensed antivirus software installed.

College have the following IT facilities:

- **computer system**
- **lecture capturing system**
- **smart board**
- **Projectors**
- **visualizers**
- **Video conferencing system**
- **photocopier**
- **high speed laser printers/coloured printers**
- **document scanner**
- **CCTV survelliance**
- **fire wall protection**
- **webcamera**
- **handicams**
- **optical fiber network**
- **LED TV**
- **amplifiers**
- **Biometrics**
- **antivirus**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/SSSCW-IT-Policy.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
457	135

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/e_resources.php
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

9,40,825/-

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The college has well defined mechanism for management for its ifrastructure and its facilities.

All maintenance work (Civil and electrical) is looked after by a duly nominated Committee appointed by the Principal every year at the beginning the session. All items/ equipments related to maintenance and purchase is looked after by Purchase Committee and

Finance Committee. The procedure adopted for any purchase of any new item is as per procedure of "Madhya Pradesh Bhandra Kray Niyam" . Quotations are called as per the requirements. All quotation received are duly signed by the member of purchase committee and lowest quoted rates are approved by purchase committee as per the comparative chart prepared.The record of items purchased is maintained in the stock register. After satisfactory completion of work / relevant department being satisfied with the items received, payments are made on-line or by account payee cheque. TDS is deduced as per the rules of Govt. and deposited by challan in Govt. Treasury. Internal Audit is done by C.A. and external Audit by Local Fund, M.P. Government. Head of Computer Dept. is in-charge to looks after the maintenance of the entire IT infrastructure of the college including computers, smart board,coloured printers, document scanner, CCTV survelliance, fire wall protection , webcamera, LED TV, amplifiers, Biometrics, antivirus etc. The maintanance of the sports equipments are look after by sports officer.

There is a Library Committee to monitor the working of the Library which also superwise the purchase and maintence of Library resourses

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Procedures%20and%20policies%20for%20maintaining%20and%20utilizing%20facilities.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

163

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

30

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://www.srisatyasaiedubpl.org/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

495

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating

A. All of the above

awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)
Upload any additional information	[View File](#)

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

41

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of outgoing students progressing to higher education

81

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Details of students who went for higher education	[View File](#)
Any additional information	[View File](#)

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

10

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

5

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

According to the instructions of the higher education college enrolled in the Barkatullah University are not conducting Student council elections since last many years. therefore college doesnot have any active student council in the session. to bring out the best of the students in academics and administrations, and for their holistic development college has formed nine societies in which the students get enrolled at the time of admission.The various societies are Literary Society, Discipline Society, Cultural Society, Current affairs & awareness society, Debate Society, Environment Society, Dramatics Society, Philanthropic Society and Sports Society.Also, college has a student unit of Microbiology Society India. Students of life sciences are members of this Society.Various activities of the societies give students at chance to show case their talents and build their confidence.

This year dramatic society conducted fancy dress competition& skit on historica.

Philanthropic society conducted Narayan seva in which class IV

employees of the college were given lunch. Woollen cloths were also distributed to them. Cultural society organized annual function & various cultural events through out the year. Debate & Discipline committee also marked them targets. Enironmental society conducted various ecofriendly activities like Ganesh making workshop & tree plantation. Current affairs committee conducted quiz for students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/societies.php

5.3.3 - Number of sports and cultural events / competitions organised by the institution

23

File Description	Documents
Report of the event	[View File](#)
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	[View File](#)

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Yes Our Alumni Association (Srijan) is registered and functional bodies since 11 August 2015. Significantly in the development of the institution. Some of the activities perform by Srijan during the year 2022-23 was as follows-

1. An Expert lecture on the topic Job Oppertunities on Tourism and Heritage Management was delivered by Dr. Pooja Saxena to motivate the students on 27.9.22.

2. Srijan Sri Sathya Sai Mahila Mahavidyalaya Alumni Association has dedicated the year 2022-23 to 'Traditional Strong Relations'. This year, an effort was made to further strengthen the traditional relations between nation, society and family. In the series of Amrit

Mahotsav, 'Shaurya Gatha Workshop' was organized at Swaraj Sansthan Bhopal, on 22 Dec. 22.Total80 students interested in history and painting participated in this workshop. In the workshop, the students of history discussed the little-known events, places of the freedom struggle in India. and wrote short storiesbased on the freedom fighters based on this the students of the painting did illustrations. further in this workshop, an exhibition of finished paintings was organized and certificates were also given to all the participants.

3. On 19 - 20April 2023 a national seminarwasorganized by the heritage organization of Srijan Sanstha Bhopal. The theme of the national seminar was the freedom struggle and princely states. One of the session, in this seminar was conducted by our Allumini Dr.Anuradha Singh on behalf of Srijan Sanstha. Altogether 28 research paper were read and published in this seminar.

4. All the departments of the college conducted online Alumni meet in the session 23-24.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Institute/ALUMNI.php

5.4.2 - Alumni's financial contribution during the year   E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

"Base all educational effors on building up the character of the students and then you can confidently think of raising on it the super structure of curricula." - Sri Sathya Sai Baba

The College Vision stated that- "We envision the emancipation and empowerment of women through value-based education enabling them to participate actively in the work of nation-building and social reconstruction" To this end, we have taken up many initiatives by organizing seminars, lectures, workshops, field visits and camps. Extension activities is undertaken at the adopted village. Continuous health check-up of students and staff members is also done at regular intervals in the College. Teaching assistance to slum children is also being provided on holidays. Our college students take part in the philanthropic activities like, Narayan seva (food to needy people), distribution of clothes to needy people. "The end of knowledge is Love, the end of education is character." - Sri Sathya Sai Baba.With this thought of Baba as the basis of education The Sathya Sai College for Women aims at building character of the students by imparting value based education. Many other unique steps are being taken in tune with the mission of the college which states that "In this college the medium is Discipline, the first, second and third languages are- Love, Service and Sadhana.Weekly lectures on life and messages of great personalities, human values, and indian culture is being conducted.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.srisatyasaiedubpl.org/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The effective leadership is reflected in variousinstitutional practices such as decentralization and participative management which is done through,Board of trustees and Advisory committee, Govening council, Academic council, college council, Heads of Departments, IQAC Coordinator and finally the Students.There are nine committees in the college, the students are the members of these committees. Various cultural,educational and social activities are being performed by the students under the guidance of incharge teachers of these committees.

Students and teachers jointly serve in many committees of the college, related to the functioning of the hostel, Amalgamated fund, feedback analysis, and various facilities provided by the college. At the beginning of every session college council meeting is held and teachers are allotted various portfolios. Teachers are nominated

to look after planning and execution of various committees and societies of their interests, and thus everyone is involved in administration.The autonomous status granted to the college since 2018-19, presupposes and makes it mandatory also to decentralize the policy making and decision-making aspects. Teachers' representation is made both in college governing Body and Autonomous governing Body.

The institution has very well-trained people who plan, monitor and execute various works with perfection. Our efficient team of teachers successfully organize National Seminars and workshops every year. Teachers participate in meetings of Board of Studies of various subjects and thus participate in framing new courses, change in syllabus, change in examination system.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Strategic%20Planning%20&%20Deployment.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The college has acquired an autonomous status from year 2018-19. It is following the syllabus of Barkatullah University approved by higher education Madhya Pradesh Under the Guidelines of University Grants Commission. The college has successfully implementedNEP from session 2021-22 as prescribed by Higher Education. As per NEP guidelines, the college has included many elective and vocational courses in its curriculum besides the major and minor papers suggested by M.P. Higher education. along with these many certificate courses have also been initiated by various departments.

Teaching and Learning process includes both traditional and scientific methods. Smart board and online study material is used to give the students latest updates. Inflibnet is used to acquire maximum information for students by professors. Practical files are prepared by students according to instructions given by the

professors.

The college has various societies and cells. Faculties are incharges and students of the college are members in these societies and cells. Departments, Societiesand cells organize lectures, workshops, seminars, conferences etc. in the college. Research Development Cell,l encourage teachers to attend and present research papers in conferences, seminars and workshops. The professors are motivated to write books, guide students for research, undertake research themselves. Highbrow journal is issued by college in which the teaching faculty and students are encouraged to write papers. In our college there is Legal Aid Cell also exist, the aim of this cell cell is to spread legal awareness among the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Strategic%20Planning%20&%20Deployment.pdf
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Governing Body: The Governing Body of the college has 16members in all: 07are from the Trust, 01 University representative , 01 higher education representative, 01 donar member, 01 member from BHEL and 5 members from Institution.

Principal: Principal is under the Governing Body. She is the overall incharge of the college. Under the Principal we have the IQAC and office of Administration.

IQAC: The IQAC was formed in the year 2004. Under IQAC we have the Autonomous Cell. It has a separate Governing body, Academic council and 9 Non-Statutory Committees.

Academic includes all the Teaching departments, Non-Teaching Staff and the library.

Other Committees and Cell under IQAC are – NCC, NSS, Research, Anti-ragging, Green Audit, Sexual Harassment, Grievance Redressal Cell, Vivekananda Placement Cell, Legal Aid Cell.

We also have an Alumnae association under IQAC.

Administration: The AdministrativeBody of the college comprises of various committees which include Finance, Admission, Purchase, Building, Maintenance, Hostel, Scholarship, and Canteen.

OFFICE: The college office includes the Head Clerk, Junior Clerk and Class IV staff.

ACCOUNTS: The account section includes the Head Accountant, Accountant, Cashier and Assistants.

APPOINTMENT - The Regular appointment is done as per university ordinance according to statute 28 of Madhya PradeshVishwavidhyalaya Adhiniyam 1973. The guest faculty is appointed as per the terms and conditions prescribed by College Governing Body.

File Description	Documents
Paste link to Organogram on the institution webpage	https://srisatyasaiedubpl.org/Institute/Organogram.jpg
Upload any additional information	View File
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Institute/institute_policies.php

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institutions offers effective welfare measures and career development program fro the teaching & non-teaching pstaff. Training Programs are organized for the skill development of both Teaching and Non-teaching staff. Orientation Programs is also being conducted to make the Teaching and Non-Teaching Staff aware and well-acquainted with the new work procedures introduced for various activities in the college. Workshops are organized on regular basis for the training of Teaching and Non-Teaching Staff. The college provides various welfare measures for both Teaching and Non-Teaching Staff. Gratuity and pension of UGC Staff is given as per government rule. Encashment of earned leave of UGC staff at the time of appointment.Timely disbursement of salary and arrears. Provision of Casual Leave, Medical Leave, Earned Leave, full paid maternity leave for teaching and non-teaching staff.Duty leave is granted to teaching staff forattending academic program . Free participation in house seminar and conferences. INFLIBNET and Wi-Fi facilities in college campus for teachers. Support services to staff includes free parking facilities.

Both the Teaching and Non-Teaching Staff of the college take advantage of the ESI facility. A prompt Facilitation of provident fund loan is also being arranged for both Teaching and Non-Teaching Staff.Some specialmeasures are being taken by the college management for Non-Teaching Staff which include a crash course in Computer Basics for supporting staff, renovation of living quarters of hostel support staff, festival gifts for all multitasking staff, and financial contribution by the college staff council for all the non-Teaching and class IV staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Institute/staff_welfare.php

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

Nil

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

Nil

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

19

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit

Internal audit is a continuous process that is conducted after every financial transaction, whereby the institute itself carries out the initial stage of the internal audit. The officer in chargescrutinizes and verifies the financial data which is again scrutinized by the Finance Controller, DeputyFinance Controller, and the Director for clarity, authenticity, transparency, and financial accuracy.Income/Expenditure is closely monitored by Director and the Section Officer (Accounts).The Institution has formed a Purchase Committee and a proper procedure for purchases is adopted as per government guidelines.

External Audit

1)The Institution regularly conducts Statutory Audit by Chartered Accountant every year.

2)The audit of college is conducted by govt. institution Madhya Pradesh. Local Fund audit by act 1973 rule 1974 departmental regulation 1981 in the financial year 2020-21

3) The duly audited balance sheet of college is received by Chartered Accountant in the financial year till 31.03.2022 under section 28 of M.P. govt. Registrar firms and institutions of M.P. 1959.

The Audit of the Institution was conducted in accordance with auditing standards generally accepted in India. These Standards require that the audit has to be planned and performed to obtain reasonable assurance about whether the financial statements are free from material misstatements. An audit includes examining , on a test basis, evidence supporting the amounts and disclosures in the

financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statement presentation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/iqac/financial_audit.php

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

Nil

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The college has a well defined financial policy for mobilization of funds and it is utilized optimally. The annual financial planning is done by the management with the help of the finance committee of the college. The finance committee prepares the annual budget considering the requrement of the college and the development needs of the college.

- All government and non-government financial grants are utilized fully keeping in mind the best interests of the stakeholders.
- It welcomes donations, memorial prizes and endowments from staff members, alumnae and guardians towards the prize and endowment funds.

- The types and methods of resource mobilization are discussed

> in Staff meetings, Finance Sub-Committee meetings and are approved by the Governing Body of the college. It is also discussed in the Alumnae Association meetings.

- It engages with its alumnae and other stakeholders in exploring revenue-generation avenues.

- The Computer Laboratory which accommodates multiple related courses, the seminar halls which are also used as lecture theatres, and the library which functions as a composite knowledge resource Centre are a few examples of optimal space utilization.
- Resource mobilization at its several levels along with its optimal utilization is carried out by its immediate monitoring agency.
- Well equiped laboratories are used for Internship of students of other colleges for generating funds.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	[https://www.srisatyasaiedubpl.org/Institute/institute_policies.php]()

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Internal Quality Assurance Cell of the college has contributed significantly for institutionalizingthe quality assurance strategies and processes visible in terms of incremental improvement since the last NAAC accreditation.

IQAC has devised strategies to improve the teaching-learning process through increased use of ICT, expanding the scope of the library,The IQAC has regularly convened meetings; it has collected feedback in appropriate forms from different stakeholder categories, analyzed the same and used it for qualitative improvement .

An Internal Academic Audit Committee has been formed in the college under the guidance of IQAC.

1.To promote innovation and effective teaching learning method in institution.

2. To assess the overall academic work done by different departments & encourage institution for Self-evaluation.

3. To enhance the academic quality of all the departments &monitor the teaching methodologies.

4. To analyze the overall performance of the students.

5. To enhance and promote academic activities between institution, IQAC motivated the department to enter into MOUs with reputed institution.

Other initiatives by IQAC -

Ecofriendly pathway within the Campus is being constructed which percolates the rainwater.Solar panels was installed on the roof top of College for Energy Conservation.The College has replaced all the tubelights and bulbs by LED lightings.Every year, group tree plantation program is organised by various Departments of the College. Students, Staff and Every person connected to College are encouraged not to use Polythene within and outside the College campus.The Computer Department of College takes various initiatives to collect the E- waste and manages it accordingly.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[https://www.srisatyasaiedubpl.org/iqac/iqac.php]()

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC brings greater participation and better mutual understanding in the teaching-learning process. This has been fulfilled through students' assessment of staff collected through feedback forms to be compulsory filled by Students of various Departments of the College.It is viewed as a coordinating and facilitating organ among various wings of the college with an objective to assure quality and excellence. In the process of quality initiatives, . The IQAC also envisions greater integration of teaching, technology,

infrastructure and support services to facilitate the smooth flow of teaching and learning process. Each academic year begins with an Orientation organized by IQAC on a chosen theme which usually focuses on teaching-learning pedagogies. The Autonomous cell of College organises one week FDP program for the Teaching faculty to enhance their understanding about teaching and learning process.

IQAC promotes activities to enhance overall effeciencies in the institutions . Some of the activities through IQAC initiatives include Seminars, Presentation, Lectures, MOUs with various institution (Kabbadiwala), Green audit, regular meeting of BOS & IQAC. Activities related to entreprenuership developmetn is also conducted by IQAC.

The IQAC through the internal academic audit confirms about the performance of various departments data relating to departmental activities, results and maintenance of various record are scrutenized thoroughly feedback of performance of students is collected through regular meeting of HODs with IQAC coordinators.. Regular inputs to all departments based on students feedback are given by IQAC in staff meetings.The IQAC has regularly convened meetings; it has submitted the AQARs to NAAC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/iqac/iqac.php#minutes2022-23

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.srisatyasaiedubpl.org/iqac/iqac.php#aqar
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality is a concept which implies that the interests, needs and priorities of both women and men are taken into consideration. It is not simply a women's issue but should involve both men and women. It is a mind set which gives equal opportunities to men and women promoting their causes, imparting without bias.

Gender equality is a human right. It is essential for economic prosperity. Seminar and lectures were organisedon women rights,women empowerment, sexual harrasement, POCSO Act etc. As girls encounter health-related issues hence regular program on health awareness like nutrition councelling, lecture on Polycystic ovary syndrome & menstrual problem, effectiveness of mental health , Legal aid camp were organised. On the occasion of Human rights day a lecture on Law, Women and Human Rights was delivered by Advocate Kanishk Devesh Sharma. CCTV Cameras are installed in the college campus for the sake of safety and security. Training program were organised for self defence,yoga and maditation fomanage the mentalstress of studentsThe institution has set up Student Counseling Centre in the Department of Psychology. The services are open to all the students this is free and totally confidential.

We in the institution constantly familiarise our students with their rights and responsibilities. We have an effective legal aid clinic and a sexual harassement committee which disseminates legal awareness among the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.youtube.com/live/rT0el21s5Ig?feature=share

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste Management

Solid waste is generated by canteen, and by students in general which is collected in different colour dustbins for dry and wet waste . Bio degradable wastes are used to make manure in the compost pit within the institution. Remaining waste is handed over to Municipal Corporation. . Cartons of tetra pack waste is disposed off in a bin kept by 'The Kabadiwala' which is collected by them and then further disposed off.

Institution has a wide area covered by plants and trees. Waste like Biomass / leaf litter is decomposed systematically by vermicomposting and used as manure in the gardens of the institution.

Liquid Waste Management

Liquid waste includes, laboratory waste, canteen, Hostel etc. Canteen and Hostel was closed due to COVID-19. Waste generated from laboratory does not contain any hazardous chemical waste. Water of distillation units and RO are reused for washing and gardening purpose.

Biomedical Waste Management

Biomedical wastes are never mixed with other waste in laboratory and are segregated in specified bag and are treated within 48 hrs. Autoclaving is done to decontaminate waste by destroying pathogens.

E-waste Management

For the management of e-waste the Institute as the first step, try to repair and reuse the computers. In case, they are totally perishable, the disposing off of the waste material by following the rules.E Waste generated in the campus is disposed off in a bin which is collected by the outside agencies for further disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geotagged photographs of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**

4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-

B. Any 3 of the above

reading software, mechanized equipment, etc.
Provision for enquiry and information:
Human assistance, reader, scribe, soft copies of
reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Our institution is governed by the preachings and teachings of our founder President Bhagwan Sri Sathya Sai Baba who was a strong advocate of Sarv Dharm Sambhav and attracted followers from all over the world. Hence efforts are being made by the institution through various educational and cultural events to inculcate a sense of unity, harmony, nationality and respect for Indian cultural and regional diversity among the learners. We in the institution begin the day with a common assembly and Sarv Dharm Prayer. Every Thursday the first period is devoted to spiritual and inspirational lectures and discussions based on various Spiriturals and the life and teachings of great personalities. Students wear uniform so that they look alike which develop in them unity & equality.Bilingual teaching is the practice of institution.Curriculum is enriched by adding topics related to Indian Culture. Various cultural program organised to develop cultural harmony.

Every year on the occassion of makar sakranti 'Laksharchan" is celebrated. Atraining programme of two months for Ved Paath was given to students in hybrid mode from July 30, 2022-Sept. 30, 2022.

Every year we actively participate in Youth festival organised as per the directives of M.P. Higher education . This inculcate the cultural and regional harmony in the students. We also celebrate 'Traditional Day' in which not only the students but also the teachers present themselves in regional attire.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The institution celebrates national festivals with zeal and fervour. Programs based on the lives and philosophy of great leaders of the nation are conducted through out the year. Awareness programmes were conducted, based on Government Schemes like Swachh Bharat mission, drive against plastics, tree plantation, wild life conservation, blood donation camps etc. The college establishes policies that reflect core values. Code of conduct is formulated for students staff and employes of the institution. National Seminar on Human Rights ,Sexual Harrassmen twas organized in Hybrid Mode.

Students also participate regularly in Youth Parliament where they learn about the live functioning of Parliament. Students participated in quiz, speech, debate , essay and poster competitions related to constitution, parliamentary practices,women rights, food safety law etc. Lectures were organised for Intellectual Property right & patent, POCSO Act, Human Rights, Kargil diwas , gender equality and training programs on parliamentary affairs etc. "Voter Awareness program" (Matdata Jagrookta Abhiyan) was organised to make voters aware of the value of their invaluable vote.Students formed a human chain, poster, and slogans were displayed on Voter's Day. The workshop was organised for procedure of Voter Identity Card making to include young voters in the electoral process and a pledge was taken to cast their vote.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on   **B. Any 3 of the above**

the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National festivals play an important role in planting the seed of nationalism and patriotism among the people of India. Celebration of these festivals commemorates the sacrifices of our great leaders and freedom fighters who laid down their lives in the foundation of this country. Celebration of national days strengthens the unity amongst the individuals of a community and empowers them to seek their roles and responsibility for national integrity and development. International days are occasions to educate the general public on issues of concern, to mobilize political will and resources to address global problems, and to celebrate and reinforce achievements of humanity. To maintain harmony and healthy work atmosphere and to make the learners aware of the national pride and rich cultural heritage, the National /International commemorative days are regularly being celebrated and observed in college. college celebratedNational festivals as well as Anniversaries of the great Indian Personalities as follows.

In session 2022-2023we celebrated the following National days – Independence day, Republic day, Gandhi Jayanti, NSS day, Ekta divas, Constitution day, Hindi divas Kargil Diwas ,Yuva Diwas, Veerbalak Diwas, Human Rights Day, Army Day, Mothers Day,Mathematics Day, Teachers Day, Birsa Munda Jayanti , Makarshankranti Diwas, etc.

National level poster making competition was organised on world

Population day on the topic " Awareness regarding effect of over population on development & nature" . International Days - World Environment Days, Ozone Conservation Day, Yoga Day, World Nature Conservation Day, World Breast Feeding Week, World Food Day, Earth Day, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices- Education in Human Values & Spirituality

Objective - To empower students with value-based education to explore their potential, qualities and development of their personality.

Context -Students are encouraged to imbibe five Fundamental Human Valuesi.e., Love, Truth, Righteousness, Peace and Non-violence for becoming a good human being.

Practice - Day begins with Assembly - silence for a minute, Omkaram followed by Sarvdharam prayer and recitation of veda/ national /Madhya Pradesh song.Lectures on "Indian culture and spirituality",teachings of different religions , Veda recitation ,Celebration of guru poornima, Basant panchmi, makar sakranti, & Narayan seva etc.are unique practices.

Evidence of Success- The values inculcated in the institution are reflected in students behaviour. It gives strength to face the challenges of life.

Problems- In the present scenario of complex stressful life, Education in Human Values is significant but difficult to implement.

Best Practice- To Enhance Women Employability

Objective- Improve women access to secure livelihood, economic self-reliance, raise self-confidence, enhance decision making capacity at all levels in all sphere of life.

Context- Women are facing threats to their lives, health and wellbeing. Steps should be taken to eliminate gender inequalities, sexual harassment and promoting their women potential through education and skill development.

Practice-Invited lectures on Health & Hygiene, gender equity, sexual harassment, women empowerment , women rights,etc. Workshops were organised for soft skills, technical skills,personality development & Legal Aids.. etc.

Success- Competitions were organized at collegiate level on ecofriendly ganesha making, mahendi, Rangoli , & cultural events etc.

File Description	Documents
Best practices in the Institutional website	https://www.srisatyasaiedubpl.org/iqac/institutional_best_practices.php
Any other relevant information	https://youtu.be/dCbdXcyb4ko

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

In this institution we endeavor to emancipate women through value based education. Our founder President Sri Sathya Sai Baba always emphasized on inculcating in our students the five fundamental Human Values of Love, Truth, Righteousness, Peace and Non-Violence.

To attain our objectives and Indian Culture we incorporate certain practices in our regular curriculam:

The day begins with Sarva Dharma Prayer, Maun and Omkaram, Recitation of Ved Paath /National Song. Every Thursday the first period is devoted to spiritual and inspirational lectures and discussions. Celebrations like poornima pooja, Laksharchan on makar sankranti were organised.

Human values plays a significant role in the lives of women, just as they do for everyone. These values shape their beliefs, decisions and actions in the various aspects of life.To enrich the students with value based education,one unit on Human Values is added in Foundation course - I (Environmental Education& Human Values)which is compulsory for all the students.

To develop feeling of sharing, gratitude and mindfullness we have philanthropic society including teachers and students which regulary do social activites like narayan seva, donation, distribution of blankets,sanitary napkins in adopted village and nearby slum area.

The institution has an adopted village. We have a committee including teachers and students who visit the village regularly. Various programmes on cutting issues likeHuman values, Environment conservation ,Health & Hygiene,gender sensitization, social issues etc.were conducted.

Extension activity was also organized in near by slum area Anna nagar, Bhopal.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The institution follows the curriculum prescribed by the Central Board of Studies, department of Higher Education M.P., Bhopal. In this session, 2021-22 NEP2020 was implemented by Higher Education M.P. The complete curriculum was revised so as to focus on the program-specific outcomes and course outcomes of various programs. All the courses in any program of study are developed for having relevance to local, national, and global developmental needs. Every department of study which offers any program has a Board of Studies (BOS) comprising of the faculty and external subject experts who after deliberations approve the syllabus of any course. The Board of Studies of each department oversees the relevance and requirements of any course in the programs that the department offers. A meeting of BOS is conducted every year with the objective of revising and moderating the coursesconsidering the academic trends and market or industry requirements. Though minor revision is a continuous practice, major revisions aredone mostly after the completion of the program duration. The program outcomes for any level of the program carry components from contribution to the existing body of knowledge to the acquisition of general graduate skills. For example, for UG programs, the program outcomes can be the understanding of the course/subject conceptsand learning effective communication skills, For PG programs, the program outcomes generally are mastery of the subject knowledge, its application in relevant contexts, learning teaching skills, preparation for higher studies and so on.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.srisatyasaiedubpl.org/iqac/iqac%20program%20outcomes%202022-23.pdf

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

6

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	*View File*
Details of syllabus revision during the year	*View File*
Any additional information	*View File*

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

8

File Description	Documents
Curriculum / Syllabus of such courses	*View File*
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	*View File*
MoUs with relevant organizations for these courses, if any	*View File*
Any additional information	*View File*

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

8

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	*View File*
Any additional information	*View File*
Institutional data in prescribed format (Data Template)	*View File*

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

4

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Sri Sathya Sai college for women has been established not just to enable students to earn a living, but to make them acquire good traits and lead ideal lives. The students, thus concentrate, not only on their studies but also on the development of their character, so that they may serve as examples to others and promote the Sai ideals through their actions.

Sri Sathya Sai College For Women has always emphasized that education should not only enable students to earn a living but should also facilitate them to become better human beings. Various initiatives are taken by the institution in order to achieve this objective.

MoralEducation is promoted by every Thursday lecture by experts in different subjects. There are nine different societies which various activities on cross-cutting issues. Along with a standardized learning plan, the curriculum is enriched by courses that focus on Gender, Environment & Sustainability, Professional Ethics, and Human Values.

The Curriculm is enriched by courses liked Indian Constitution ,Indain Culture,Entrepreneurship, Professional Ethics and Environmental Studies throughout the entire tenure of UG and PG Programme Which helps students to analyse and understand different underlying IssuesProfessional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values .

From this year college has started a Value added Certificate Course onProfessional Ethics andHuman Values for all UG and PG Students.To Sensitize students about these issues several activities such as essay writing,,slogan competition ,debate competition ,Seminar ,Workshop,Plantation drives ,Street play Etc.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

`1`

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

`10`

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

`155`

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the	A. All 4 of the above

syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.srisatyasaiedubpl.org/iqac/Stakeholders%20feedback%20Report%202022-23.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.srisatyasaiedubpl.org/iqac/Stakeholders%20feedback%20Report%202022-23.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

457

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

218

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution focuses on the all-round development of students. Right from academics to human values to art, culture, and spirituality everything is instilled in our students During the induction programme, the new students are familiarized with their syllabus and the teaching-learning methods followed in the institution.

Quiz and psychometric tests are conducted to identify the slow and advanced learners. Learners are continuously evaluated through class tests, assignments, learner responses in the classroom, presentations, preparation of charts, posters, models, etc.

Advanced learners are provided with extra study material and are encouraged to take up courses through SWAYAM , NPTEL and other on-line platforms, which will add to their credits . They are also motivated to participate in seminars, workshops, training programs and capacity building programmes. They also recognized by giving gold medals.

Special attention is given to the slow learners. Extra classes are conducted and simple study material is provided for the slow learners. The teachers win the confidence and trust of the learners and motivate the learners to open up and participate in all curricular, co-curricular, and extracurricular activities which will help them to gain confidence and explore their own talents and skills. Peer learning & tutoring are encouraged.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1bfG2YSfVYUf8S75jNx_w1uxjIk0_plXR/view?usp=drive_link

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/09/2022	457	57

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

All teaching learning should essentially be learner centric unlike the traditional system where the teacher is active and the learner passive. Student centred learning is more interesting and engaging catering to learner goals and needs:

- Student centric learning include experiential learning, participative learning and problem solving methodology.

- When there is 100% participation of students, is called participative learning. It helps in enhancing the decision making power of student, develops critical thinking and Self- reflection. This includes role play, group projects, discussing paired work, hands on training, organizing workshops, exhibitions, classroom teaching, etc.

- Interactive skills are enhanced and students are encouraged to communicate with classmates, teachers and peers which enhances their expressions and interest in their subjects of study.

- When students are involved in organization of events and activities it promotes leadership qualities in the students and inculcates the spirit of teamwork among them.

- Poster presentation on relevant topics, preparing/ making book reviews enhances creativity and free expression among students.

- Open and free access to books and internet and library and departments promotes the habit of self-study and exploration of innovative ideas.

- Departments organize guest lectures for the students to enable them to learn and explore beyond the syllabus. Workshops and capacity building programmes are also conducted. Students are encouraged to write review articles and research papers, and prepare question banks.

- For experimental learning students were taken for educational trips, field visits, laboratory visits and industrial visit.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://drive.google.com/file/d/176blSpsji5zBP8lmwOzEdDMJHY-4rLlM/view?usp=sharing

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The institution has established several smart classrooms equipped with state-of-the-art technology. Instructors typically employ ICT-enabled teaching techniques, creating computer-assisted teaching aids that are not only interactive but also enriched with animations and simulations, captivating the learners' attention. The use of audio-visual aids leaves a lasting and impactful impression on the students.

- The campus premises are WiFi enabled.

- **To deliver lessons using ICT-enabled tools, teachers utilize a range of online platforms such as the Microsoft Team and Google Meet.**
- **Classrooms are equipped with LCD projectors and labs are equipped with computers.**
- **Google classroom is used to manage and post course related information/ learning material, quiz, lab submissions, assignments and evaluations.**
- **Online drawing tools like concept maps, mind maps, are used to perform student centric activities.**
- **The power point presentations are enabled with animations and simulations to improve the effectiveness of the teaching- learning process.**
- **Seminar, workshops and guest lectures are conducted on Hybrid mode to promote ICT enabled teaching.**

Advantages of teaching using ICT –enabled tools:

- **Interactive Learning**
- **Global Learning**
- **Feedback and Assessment**
- **Multimedia Presentations**
- **Access to a Wide Range of Information**
- **Adaptation to Technological Advancements**
- **Collaborative Learning**
- **Remote Learning**
- **Personalized Learning**

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://srisatyasaiedubpl.org/Resources/e_resources.php
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

57

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

As an autonomous institution, we take the initiative to create our college's academic calendar in alignment with the academic calendar of higher education in Madhya Pradesh and Barkatullah University (B.U.). After the syllabus receives approval from the Department of Higher Education, Government of M.P., our autonomous cell's Board of Studies also gives its endorsement. At the outset of each academic session, our dedicated teaching faculty collaboratively crafts a month-by-month breakdown of the syllabus.

Every teacher prepares her teaching diary / plan for each month which is duly signed by the HoD at the end of the month. All instruction regarding CCE (traditional / non- traditional) are given to the students at the beginning of the session. A time schedule is proposed by the autonomous cell which is followed by all the Departments.

Meetings of all Faculty Heads and Heads of Departments along with the Principal are held regularly to plan time schedule for Practical Exams, Internships, dissertation, JOPs, submission of CCE, etc.

All other events of the institution are also planned in advance as per the tradition of the institution and the instructions of the Department of Higher Education Govt. of M.P.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

57

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

47

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

57

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

Approximately two months

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

7

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Various measures have taken from time to time to reform examination procedures and to integrate information Technology into the evaluations system. Automation of examination registration and generation of admit cards, IT integration for preparation of results and mark sheets.

Each HOD submits a panel of examiners separately for theory and practiced exams which is duly approved by examination committee of the autonomous cell. The examiners who given consent are appointed as paper setters. After the examination generally evaluation is done by the same examiner.

Marks of practicals, CCE, internships, dissertation, are given to the IT Cell after evaluation & checking. The IT Cell prepares tabulation register sheet and marksheets. The same is signed by the registrar of the affiliated university then it is displayed on college website. In our college we follow nontraditional methods in CCE I and traditional methods in CCE II. For CCE II Examination time table is prepared for all classes and written examination is organized. The Autonomous Cell Issues Answer copies for the examinations. The paper pattern and units to be

included are decided in advance by organizing meeting of Heads of Departments. The valuation is done by subject teachers and CCE marks are submitted by them in autonomous exam cell within stipulated time.

CCTV cameras have been installed in classrooms and different areas of campus for proper surveillance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Examination%20Policy.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Our college places a strong emphasis on clarity and transparency when it comes to the Program Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) — these are not only communicated clearly to our students but are also prominently displayed on our college website.

To ensure our students are well-equipped from the very beginning of their academic journey, we organize an Orientation Programme at the start of each session. During this program, we familiarize our students with the Course Outcomes, Programme Outcomes, and Programme Specific Outcomes, as well as various development opportunities.

In alignment with our college's mission and vision, we are dedicated to nurturing the holistic development of our students. This involves instilling essential life skills, fostering effective communication abilities, and promoting the enrichment of human values. To further enrich their college experience, we actively encourage our students to engage in extracurricular activities, including but not limited to NSS, NCC, Sports, and Cultural activities.

Our institution proudly boasts nine diverse societies — Current Affairs, Cultural, Debate, Discipline, Dramatics, Environment, Literary, Philanthropic, and Sports. As part of our commitment to

well-rounded development, it is mandatory for all students to join one of these societies based on their interests. These societies organize a variety of programs throughout the academic year to raise awareness about and familiarize students with the everyday challenges and issues they may encounter.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.srisatyasaiedubpl.org/iqac/iqac%20program%20outcomes%202022-23.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

At the beginning of the session every Department is encouraged to specify the programmes offered by the department and also analyses of the POs, PSOs & COs. The curriculum has been developed considering all the POs and assuring that the curriculum is strongly aligned with the mission and objective of the college to fulfill its vision.

To insure the attainment of COs the departments HODs were asked to discuss with the faculties whether the specified outcomes have been attained. The short comings are explored and efforts are made to rectify them. The POs, PSOs & COs are evaluated and communicated to the students. We have various modes of assessment for Continuous Comprehensive Evaluation(CCE) like assignments, class test, chart and model making, poster presentation ,field report ,Industrial report ,power point presentation ,group discussion and Echart making etc.which foster learners ability to achieve POs. Students feedback regarding them is taken regularly and suggestion are sought for improvement.

Medals are awarded to students by various faculties / Departments on the basis of the marks scored. The students are motivated to put in their best and secure highest marks for which they would be honored with gold medal. Other awards and incentives are given to students who perform well.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.srisatyasaiedubpl.org/iqac/Attainment%20of%20Course%20Outcomes.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

282

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://srisatyasaiedubpl.org/Autonomous/Autonomous%20Progress%20Report%202022-23.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://www.srisatyasaiedubpl.org/iqac/student%20survey-response%20analysis%202022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Research and innovation has played an important role in higher education institutions everywhere. Institute is committed to providing research facilities in all disciplines of Science, COmmerces and Humanity. Students carried out research under the supervision of research guides and present them at appropriate

forms. Institute has a well defined research policy which aims at providing job opportunities in industries and research laboratories as well as enhancing national and international collaborations. In our college research committee was established in the year 2014 and publication of research journal HIGHBROW was started.The objectives of this committee is to help enhance the quality of research by following methods:

1. Establishment of centralized research facilities with expert technicians to run the equipments
2. Awards for research achievements like research publications in UGC , Scopus, Web of Science indexed journals
3. Importance of research ethics for sustainable work and conservation of ecosystem can be emphasized by conducting research project review meetings.
4. Promoting innovative ideas beneficial for society and industries
5. Industry based research through collaboration
6. Allocation of funds and duty leaves can be given for attending academic conferences and workshop
7. Seed money for short proposals of research work
8. Promoting multi-disciplinary research
9. Incentives for obtaining funds for organising conferences and workshop
10. Research scholarships for students
11. Development of Incubation centre for encouraging discussions about small scale industries to develop and commercialize the products.
12. Faculty providing consultancy can be issued a letter of appreciation along with profit sharing.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Research%20Promotion%20Policy.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

`Nil`

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

`Nil`

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

`Nil`

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	**No File Uploaded**
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

Nil

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	**No File Uploaded**

3.2.3 - Number of teachers recognised as research guides

13

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

Nil

File Description	Documents
Supporting document from Funding Agencies	**No File Uploaded**
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Entrepreneurship and virtual incubation centre established in December 2021.This centre inspires budding entrepreneurs to discuss and grow their own business ideas through various online

/offline lectures. Eminent industrialists and entrepreneurs are invited for interact with our young students. The Institution provides mentoring support and space to display and sell products made by students to earn while they learn on campus.

Excellent research infrastructure has been created, both through extramural sources FIST and also through intramural funding. The Institute has developed several research labs in the respective departments along with a central research lab. The lab comprises of many instruments like Monowave microwave, HPLC, Millipore etc. which is accessible to all to promote research opportunities among faculty and students alike. This lab is funded by FIST worth Rs. 62,00,000.00 .Webinars and E-lectures are conducted by experts from renowned domains from India and abroad to facilitate the undertaking of interdisciplinary research

Visits to the research centre, industries are conducted. IQAC regularly organizes seminars and workshops encouraging participation from students and faculty. Annual events are organized likethe Science day Celebration, Exhibition of Models-Charts, and Innovative ideas of students. A large number of job-oriented Projects, Vocational courses as well as certificate courses are offered for skill development . wo days International Conference in hybrid mode.On "Post Covid Trends of Biological Sciences towards Research, Therapeutic, Innovation and Entrepreneurship was organized by department of Zoology & Biotechnology, utilizing autonomous grant of collegeon 11-12 November 2022.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/entrepreneurship_development_cell.php

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

35

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	http://bubhopal.ac.in/site/Upload/2ef97fe3 -e688-4067-b68e-1635c2ef32e8.pdf
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website

during the year

8

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/folders/1aN4i_rVf8q9af9a3aZb6aF-JHMVHtXHy?usp=drive_link

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

74

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

4

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

79,700

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

15,00,875.00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The major objectives of extension activities is to change the outlook of students and develop their social and cultural sense of community. Education and extension activities enable a student to understand their responsibility towards family and society. The institute's NSS and NCC team work in coordination with Red Cross Society and other departments for extension activities to sensitize students towards social issues. The activities are framed in such a way that it becomes interactive and interesting at the same time. Participation in extension activities encourage students to think critically and express themselves clearly and manage conflict. It also teaches them time management. It makes them aware of the problems faced by underprivileged sections of society. Working outside college with various local social groups develops self confidence and appreciation for others.

Various extension activities organized by college include

COVID Vaccination Drive & Awareness regarding uses of Mask & Sanitizers

Blood Donation camp

Health Check up

Plantation activity

Cleanliness drive

Visit to orphanage and Old age homes

Gender sensitization webinars

Awareness about schemes related to women empowerment and girl child scholarship

Lecture on Health and hygiene

Nutrition month & development of Nutrition Garden

Child Right and child protection right

Awareness about disabilities and problem of Divyangjan

Importance of Breast Feeding

Importance of Yoga

Distribution of Woollen clothes

Digital literacy and philanthropic work

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://srisatyasaiedubpl.org/Institute/Extension_Activities.php](#)

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

13

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	[View File](#)

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

19

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

233

File Description	Documents
Reports of the events	[View File](#)
Any additional information	[View File](#)

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

01

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	[View File](#)

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

6

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The College ensures adequate availability and optimal utilization of physical infrastructure as it is linked to the vision of our College "We envision the emancipation and empowerment of women through value based education and enabling them to participate actively in the work of nation building and social reconstruction". From the inception of the academic year, need-

assessment for replacement / upgradation / addition of the existing infrastructure which is carried out based on the suggestions from higher authorities, Institutional Head, Heads of the Departments, faculties and lab technicians after reviewing course requirements, student computer ratio, budget constraints, working condition of the existing equipment and also students grievances. Optimal utilization of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology and appointment of adequate and well qualified lab technicians. The available physical infrastructure is optimally utilized to conduct co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment meetings, seminars, conferences etc. College has well equipped laboratories for the students as well as students of other colleges also to do practical,demonstrations and project research workwhich enhance the learning process. College also have well aerated 41 classroom, 16 laboratories, 4 classroom with LCD facilities, Computer Literacy Lab.(with 65 computers approx.), seprate ICT Lab , Wi-Fi facilitated campus. The academic time table is made in such a way that Lecture Theatre, smart Class rooms, fully automated Library,Laboratories etc are fullyutilized by staggering the classes. Medicinal Garden is also maintained for Botanical studies.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Gallery/teaching_learning_facilities.php

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

College provide adequate facilities for cultural activities, sports,games (indoor and outdoor), and Yoga.

The Music department has well-furnished two rooms with music instruments like Harmonium, Tabla, Dhapli, Tanpura, Manjeera.Institute has three large multipurpose playgrounds on the primises which are used for multiple games, such as, Athletics, Cricket, Football, Hockey, Volleyball, Basketball and Kho-kho, Badminton as Outdoor games and Table Tennis, Carrom, Chess as Indoor games. Gymnasium is also available. Different

sports activities are organized in the college as per the time table of Department of Higher Education and Government of M.P.and Affiliating University. The play ground in the college is used for intra collegiate competitions also.

There is Yoga centre in the Bhajan Hall where girls and teacher perform yoga under the supervision of Dr. Sarita Kushwah.College has well equipped assembly hall, seminar hallandopen stage for organizing annual function and cultural events. Seminar hall have a seating capacity of approximately 100 students. This hall is fully airconditioned with a podium, permanent furniture and PA system for important activities like conferences , seminars, different competitions , Guest Lectures, FDPs etc.The college encourages students to participate in cultural activities like music, dance, literary, fine arts. There is one big hall with capacity of more than 250 students and an open stage which is used for large gathering and annual cultural program. The college provides aspiring musicians with musical instruments such as tabla, guitar, drumsets, synthesizer, etc for inter collegiate cultural program.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Gallery/co-curricular_activities.php

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

10

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR

in Lakhs)

9,40,825/-

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

lLibrary services were fully automated since 2004 with ILMS software - Softake Gladulas (Personalised) .

Name of the ILMS software - Softake Gladulas (Personalised) ·

Nature of automation (Fully or Partial) - Library is Fully Automated · Version - 3.0 ·

Year of Automation - 2004

The various activities of the library such as data entry, issue and returns and renewal of books , member login etc. done through the ILMS software. Softake Gladulas is an ILMS software is to design manage the institutional library management process. It captures almost every activity related to library and it has provision to log almost all stocks kept in the library like books, periodicals, back volumes. Issue return process is fully automated and manual cards are kept as supporting documents for students and faculty. Alumni data is also stored in the software. Varies types of reports can be generated with the use of above mentioned software which is useful for various committees and inspections. Software is upgraded time to time against the regular Annual Maintenance Contract. An Integrated Page 36/65 17-01-2023 03:36:46 Annual Quality Assurance Report of SRI SATHYA SAI COLLEGE FOR WOMEN Library Management System is a computer-based system. It performs library automation and collection development tasks broken down into different modules that are focused on simplifying tasks such as acquisition, cataloguing, and circulation commonly done in any library.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/library.php

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File]()
Upload any additional information	[View File]()

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

141281/-

File Description	Documents
Audited statements of accounts	[View File]()
Any additional information	[View File]()
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File]()

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

23 -125

File Description	Documents
Upload details of library usage by teachers and students	[View File]()
Any additional information	[View File]()

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

College has ICT policy which is maintained and updated as per alloted budget. The college has seperate ICT cell. It has a sufficient infrastructure. The institution as a whole has 180+ Computers and associated peripherals, n/w equipment to support ICT work throughout the campus. Besides having separate computer labs for UG and PG classes, computer literacy lab which is equipped with LCD projector, smart board, internet facility, all department, library, B.Ed., Law, Office, A/c Office are having adequate computing, printing facility in their departments. We have a dedicated 1 Gbps Broadband internet connectivity. Owing to the pandemic in order to facilitate online classes leased line bandwidth was of 16 Mbps was upgraded to Broadband Connection of 1 Gbps(infinity plan) and Wi-Fi equipment werealso installed in whole campus [8 WiFi devices]. N/w cables and equipment were laid wherever required in the main building. Camera and Speaker/Mic were provided to those department with desktop facility. Institution has a active firewall license in place for overall access control of internet sites. All systems accessing internet have licensed antivirus software installed.

College have the following IT facilities:

- computer system
- lecture capturing system
- smart board
- Projectors
- visualizers
- Video conferencing system
- photocopier
- high speed laser printers/coloured printers
- document scanner
- CCTV survelliance
- fire wall protection
- webcamera
- handicams
- optical fiber network
- LED TV
- amplifiers
- Biometrics
- antivirus

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/SSSCW-IT-Policy.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
457	135

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	**A. ?50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	**B. Any three of the above**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/e_resources.php
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

9,40,825/-

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The college has well defined mechanism for management for its ifrastructure and its facilities.

All maintenance work (Civil and electrical) is looked after by a duly nominated Committee appointed by the Principal every year at the beginning the session. All items/ equipments related to maintenance and purchase is looked after by Purchase Committee and Finance Committee. The procedure adopted for any purchase of any new item is as per procedure of "Madhya Pradesh Bhandra Kray Niyam" . Quotations are called as per the requirements. All quotation received are duly signed by the member of purchase committee and lowest quoted rates are approved by purchase committee as per the comparative chart prepared.The record of items purchased is maintained in the stock register. After satisfactory completion of work / relevant department being satisfied with the items received, payments are made on-line or by account payee cheque. TDS is deduced as per the rules of Govt. and deposited by challan in Govt. Treasury. Internal Audit is done by C.A. and external Audit by Local Fund, M.P. Government. Head of Computer Dept. is in-charge to looks after the

maintenance of the entire IT infrastructure of the college including computers, smart board,coloured printers, document scanner, CCTV survelliance, fire wall protection , webcamera, LED TV, amplifiers, Biometrics, antivirus etc. The maintanance of the sports equipments are look after by sports officer.

There is a Library Committee to monitor the working of the Library which also superwise the purchase and maintence of Library resourses

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Procedures%20and%20policies%20for%20maintaining%20and%20utilizing%20facilities.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

163

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

30

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://www.srisatyasaiedubpl.org/
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

495

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

41

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

81

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

10

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

5

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

According to the instructions of the higher education college enrolled in the Barkatullah University are not conducting Student council elections since last many years. therefore college doesnot have any active student council in the session. to bring out the best of the students in academics and administrations, and for their holistic development college has formed nine societies in which the students get enrolled at the time of admission.The various societies are Literary Society, Discipline Society, Cultural Society, Current affairs & awareness society, Debate Society, Environment Society, Dramatics Society, Philanthropic Society and Sports Society.Also, college has a student unit of Microbiology Society India. Students of life sciences are members of this Society.Various activities of the societies give students at chance to show case their talents and build their confidence.

This year dramatic society conducted fancy dress competition& skit on historica.

Philanthropic society conducted Narayan seva in which class IV employees of the college were given lunch. Woollen cloths were also distributed to them. Cultural society organized annual function & various cultural events through out the year. Debate & Discipline committee also marked them targets. Enrinomental

society conducted various ecofriendly activities like Ganesh making workshop & tree plantation. Current affairs committee conducted quiz for students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Resources/societies.php

5.3.3 - Number of sports and cultural events / competitions organised by the institution

23

File Description	Documents
Report of the event	[View File](#)
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	[View File](#)

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Yes Our Alumni Association (Srijan) is registered and functional bodies since 11 August 2015. Significantly in the development of the institution. Some of the activities perform by Srijan during the year 2022-23 was as follows-

1. An Expert lecture on the topic Job Oppertunities on Tourism and Heritage Management was delivered by Dr. Pooja Saxena to motivate the students on 27.9.22.

2. Srijan Sri Sathya Sai Mahila Mahavidyalaya Alumni Association has dedicated the year 2022-23 to 'Traditional Strong Relations'. This year, an effort was made to further strengthen the traditional relations between nation, society and family. In the series of Amrit Mahotsav, 'Shaurya Gatha Workshop' was organized at Swaraj Sansthan Bhopal, on 22 Dec. 22.Total80 students

interested in history and painting participated in this workshop. In the workshop, the students of history discussed the little-known events, places of the freedom struggle in India. and wrote short storiesbased on the freedom fighters based on this the students of the painting did illustrations. further in this workshop, an exhibition of finished paintings was organized and certificates were also given to all the participants.

3. On 19 - 20April 2023 a national seminarwasorganized by the heritage organization of Srijan Sanstha Bhopal. The theme of the national seminar was the freedom struggle and princely states. One of the session, in this seminar was conducted by our Allumini Dr.Anuradha Singh on behalf of Srijan Sanstha. Altogether 28 research paper were read and published in this seminar.

4. All the departments of the college conducted online Alumni meet in the session 23-24.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Institute/ALUMNI.php

5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

"Base all educational effors on building up the character of the students and then you can confidently think of raising on it the super structure of curricula." - Sri Sathya Sai Baba

The College Vision stated that- "We envision the emancipation and

empowerment of women through value-based education enabling them to participate actively in the work of nation-building and social reconstruction" To this end, we have taken up many initiatives by organizing seminars, lectures, workshops, field visits and camps. Extension activities is undertaken at the adopted village. Continuous health check-up of students and staff members is also done at regular intervals in the College. Teaching assistance to slum children is also being provided on holidays. Our college students take part in the philanthropic activities like, Narayan seva (food to needy people), distribution of clothes to needy people. "The end of knowledge is Love, the end of education is character." - Sri Sathya Sai Baba.With this thought of Baba as the basis of education The Sathya Sai College for Women aims at building character of the students by imparting value based education. Many other unique steps are being taken in tune with the mission of the college which states that "In this college the medium is Discipline, the first, second and third languages are-Love, Service and Sadhana.Weekly lectures on life and messages of great personalities, human values, and indian culture is being conducted.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	https://www.srisatyasaiedubpl.org/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The effective leadership is reflected in variousinstitutional practices such as decentralization and participative management which is done through,Board of trustees and Advisory committee, Govening council, Academic council, college council, Heads of Departments, IQAC Coordinator and finally the Students.There are nine committees in the college, the students are the members of these committees. Various cultural,educational and social activities are being performed by the students under the guidance of incharge teachers of these committees.

Students and teachers jointly serve in many committees of the college, related to the functioning of the hostel, Amalgamated fund, feedback analysis, and various facilities provided by the college. At the beginning of every session college council meeting is held and teachers are allotted various portfolios.

Teachers are nominated to look after planning and execution of various committees and societies of their interests, and thus everyone is involved in administration.The autonomous status granted to the college since 2018-19, presupposes and makes it mandatory also to decentralize the policy making and decision-making aspects. Teachers' representation is made both in college governing Body and Autonomous governing Body.

The institution has very well-trained people who plan, monitor and execute various works with perfection. Our efficient team of teachers successfully organize National Seminars and workshops every year. Teachers participate in meetings of Board of Studies of various subjects and thus participate in framing new courses, change in syllabus, change in examination system.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Strategic%20Planning%20&%20Deployment.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The college has acquired an autonomous status from year 2018-19. It is following the syllabus of Barkatullah University approved by higher education Madhya Pradesh Under the Guidelines of University Grants Commission. The college has successfully implementedNEP from session 2021-22 as prescribed by Higher Education. As per NEP guidelines, the college has included many elective and vocational courses in its curriculum besides the major and minor papers suggested by M.P. Higher education. along with these many certificate courses have also been initiated by various departments.

Teaching and Learning process includes both traditional and scientific methods. Smart board and online study material is used to give the students latest updates. Inflibnet is used to acquire maximum information for students by professors. Practical files

are prepared by students according to instructions given by the professors.

The college has various societies and cells. Faculties are incharges and students of the college are members in these societies and cells. Departments, Societiesand cells organize lectures, workshops, seminars, conferences etc. in the college. Research Development Cell,l encourage teachers to attend and present research papers in conferences, seminars and workshops. The professors are motivated to write books, guide students for research, undertake research themselves. Highbrow journal is issued by college in which the teaching faculty and students are encouraged to write papers. In our college there is Legal Aid Cell also exist, the aim of this cell cell is to spread legal awareness among the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/Standards,%20Policies%20&%20Procedures/Strategic%20Planning%20&%20Deployment.pdf
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Governing Body: The Governing Body of the college has 16members in all: 07are from the Trust, 01 University representative , 01 higher education representative, 01 donar member, 01 member from BHEL and 5 members from Institution.

Principal: Principal is under the Governing Body. She is the overall incharge of the college. Under the Principal we have the IQAC and office of Administration.

IQAC: The IQAC was formed in the year 2004. Under IQAC we have the Autonomous Cell. It has a separate Governing body, Academic council and 9 Non-Statutory Committees.

Academic includes all the Teaching departments, Non-Teaching

Staff and the library.

Other Committees and Cell under IQAC are – NCC, NSS, Research, Anti-ragging, Green Audit, Sexual Harassment, Grievance Redressal Cell, Vivekananda Placement Cell, Legal Aid Cell.

We also have an Alumnae association under IQAC.

Administration: The AdministrativeBody of the college comprises of various committees which include Finance, Admission, Purchase, Building, Maintenance, Hostel, Scholarship, and Canteen.

OFFICE: The college office includes the Head Clerk, Junior Clerk and Class IV staff.

ACCOUNTS: The account section includes the Head Accountant, Accountant, Cashier and Assistants.

APPOINTMENT - The Regular appointment is done as per university ordinance according to statute 28 of Madhya PradeshVishwavidhyalaya Adhiniyam 1973. The guest faculty is appointed as per the terms and conditions prescribed by College Governing Body.

File Description	Documents
Paste link to Organogram on the institution webpage	https://srisatyasaiedubpl.org/Institute/Organogram.jpg
Upload any additional information	View File
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Institute/institute_policies.php

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institutions offers effective welfare measures and career development program fro the teaching & non-teaching pstaff. Training Programs are organized for the skill development of both Teaching and Non-teaching staff. Orientation Programs is also being conducted to make the Teaching and Non-Teaching Staff aware and well-acquainted with the new work procedures introduced for various activities in the college. Workshops are organized on regular basis for the training of Teaching and Non-Teaching Staff. The college provides various welfare measures for both Teaching and Non-Teaching Staff. Gratuity and pension of UGC Staff is given as per government rule. Encashment of earned leave of UGC staff at the time of appointment.Timely disbursement of salary and arrears. Provision of Casual Leave, Medical Leave, Earned Leave, full paid maternity leave for teaching and non-teaching staff.Duty leave is granted to teaching staff forattending academic program . Free participation in house seminar and conferences. INFLIBNET and Wi-Fi facilities in college campus for teachers. Support services to staff includes free parking facilities.

Both the Teaching and Non-Teaching Staff of the college take advantage of the ESI facility. A prompt Facilitation of provident fund loan is also being arranged for both Teaching and Non-Teaching Staff.Some specialmeasures are being taken by the college management for Non-Teaching Staff which include a crash course in Computer Basics for supporting staff, renovation of living quarters of hostel support staff, festival gifts for all multitasking staff, and financial contribution by the college staff council for all the non-Teaching and class IV staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/Institute/staff_welfare.php

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

Nil

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

Nil

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

19

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit

Internal audit is a continuous process that is conducted after every financial transaction, whereby the institute itself carries out the initial stage of the internal audit. The officer in chargescrutinizes and verifies the financial data which is again scrutinized by the Finance Controller, DeputyFinance Controller, and the Director for clarity, authenticity, transparency, and financial accuracy.Income/Expenditure is closely monitored by Director and the Section Officer (Accounts).The Institution has formed a Purchase Committee and a proper procedure for purchases is adopted as per government guidelines.

External Audit

1)The Institution regularly conducts Statutory Audit by Chartered Accountant every year.

2)The audit of college is conducted by govt. institution Madhya Pradesh. Local Fund audit by act 1973 rule 1974 departmental regulation 1981 in the financial year 2020-21

3) The duly audited balance sheet of college is received by Chartered Accountant in the financial year till 31.03.2022 under section 28 of M.P. govt. Registrar firms and institutions of M.P. 1959.

The Audit of the Institution was conducted in accordance with auditing standards generally accepted in India. These Standards require that the audit has to be planned and performed to obtain reasonable assurance about whether the financial statements are free from material misstatements. An audit includes examining , on a test basis, evidence supporting the amounts and disclosures

in the financial statements. An audit also includes assessing the
accounting principles used and significant estimates made by the
management, as well as evaluating the overall financial statement
presentation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/iqac/financial_audit.php

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

Nil

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The college has a well defined financial policy for mobilization
of funds and it is utilized optimally. The annual financial
planning is done by the management with the help of the finance
committee of the college. The finance committee prepares the
annual budget considering the requrement of the college and the
development needs of the college.

- All government and non-government financial grants are
  utilized fully keeping in mind the best interests of the
  stakeholders.
- It welcomes donations, memorial prizes and endowments from
  staff members, alumnae and guardians towards the prize and
  endowment funds.

- The types and methods of resource mobilization are

discussed in Staff meetings, Finance Sub-Committee meetings and are approved by the Governing Body of the college. It is also discussed in the Alumnae Association meetings.

- It engages with its alumnae and other stakeholders in exploring revenue-generation avenues.

- The Computer Laboratory which accommodates multiple related courses, the seminar halls which are also used as lecture theatres, and the library which functions as a composite knowledge resource Centre are a few examples of optimal space utilization.
- Resource mobilization at its several levels along with its optimal utilization is carried out by its immediate monitoring agency.
- Well equiped laboratories are used for Internship of students of other colleges for generating funds.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.srisatyasaiedubpl.org/Institute/institute_policies.php

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The Internal Quality Assurance Cell of the college has contributed significantly for institutionalizingthe quality assurance strategies and processes visible in terms of incremental improvement since the last NAAC accreditation.

IQAC has devised strategies to improve the teaching-learning process through increased use of ICT, expanding the scope of the library,The IQAC has regularly convened meetings; it has collected feedback in appropriate forms from different stakeholder categories, analyzed the same and used it for qualitative improvement .

An Internal Academic Audit Committee has been formed in the

college under the guidance of IQAC.

1.To promote innovation and effective teaching learning method in institution.

2. To assess the overall academic work done by different departments & encourage institution for Self-evaluation.

3. To enhance the academic quality of all the departments &monitor the teaching methodologies.

4. To analyze the overall performance of the students.

5. To enhance and promote academic activities between institution, IQAC motivated the department to enter into MOUs with reputed institution.

Other initiatives by IQAC -

Ecofriendly pathway within the Campus is being constructed which percolates the rainwater.Solar panels was installed on the roof top of College for Energy Conservation.The College has replaced all the tubelights and bulbs by LED lightings.Every year, group tree plantation program is organised by various Departments of the College. Students, Staff and Every person connected to College are encouraged not to use Polythene within and outside the College campus.The Computer Department of College takes various initiatives to collect the E- waste and manages it accordingly.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.srisatyasaiedubpl.org/iqac/iqac.php

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC brings greater participation and better mutual understanding in the teaching-learning process. This has been fulfilled through students' assessment of staff collected through feedback forms to be compulsory filled by Students of various Departments of the College.It is viewed as a coordinating and facilitating organ

among various wings of the college with an objective to assure quality and excellence. In the process of quality initiatives, . The IQAC also envisions greater integration of teaching, technology, infrastructure and support services to facilitate the smooth flow of teaching and learning process. Each academic year begins with an Orientation organized by IQAC on a chosen theme which usually focuses on teaching-learning pedagogies. The Autonomous cell of College organises one week FDP program for the Teaching faculty to enhance their understanding about teaching and learning process.

IQAC promotes activities to enhance overall effeciencies in the institutions . Some of the activities through IQAC initiatives include Seminars, Presentation, Lectures, MOUs with various institution (Kabbadiwala), Green audit, regular meeting of BOS & IQAC. Activities related to entreprenuership developmetn is also conducted by IQAC.

The IQAC through the internal academic audit confirms about the performance of various departments data relating to departmental activities, results and maintenance of various record are scrutenized thoroughly feedback of performance of students is collected through regular meeting of HODs with IQAC coordinators.. Regular inputs to all departments based on students feedback are given by IQAC in staff meetings.The IQAC has regularly convened meetings; it has submitted the AQARs to NAAC.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.srisatyasaiedubpl.org/iqac/iqac.php#minutes2022-23

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.srisatyasaiedubpl.org/iqac/iqac.php#aqar
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality is a concept which implies that the interests, needs and priorities of both women and men are taken into consideration. It is not simply a women's issue but should involve both men and women. It is a mind set which gives equal opportunities to men and women promoting their causes, imparting without bias.

Gender equality is a human right. It is essential for economic prosperity. Seminar and lectures were organisedon women rights,women empowerment, sexual harrasement, POCSO Act etc. As girls encounter health-related issues hence regular program on health awareness like nutrition councelling, lecture on Polycystic ovary syndrome & menstrual problem, effectiveness of mental health , Legal aid camp were organised. On the occasion of Human rights day a lecture on Law, Women and Human Rights was delivered by Advocate Kanishk Devesh Sharma. CCTV Cameras are installed in the college campus for the sake of safety and security. Training program were organised for self defence,yoga and maditation fomanage the mentalstress of studentsThe institution has set up Student Counseling Centre in the Department of Psychology. The services are open to all the students this is free and totally confidential.

We in the institution constantly familiarise our students with their rights and responsibilities. We have an effective legal aid clinic and a sexual harassement committee which disseminates legal awareness among the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.youtube.com/live/rT0el21s5Ig?feature=share

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste Management

Solid waste is generated by canteen, and by students in general which is collected in different colour dustbins for dry and wet waste . Bio degradable wastes are used to make manure in the compost pit within the institution. Remaining waste is handed over to Municipal Corporation. . Cartons of tetra pack waste is disposed off in a bin kept by 'The Kabadiwala' which is collected by them and then further disposed off.

Institution has a wide area covered by plants and trees. Waste like Biomass / leaf litter is decomposed systematically by vermicomposting and used as manure in the gardens of the institution.

Liquid Waste Management

Liquid waste includes, laboratory waste, canteen, Hostel etc. Canteen and Hostel was closed due to COVID-19. Waste generated from laboratory does not contain any hazardous chemical waste. Water of distillation units and RO are reused for washing and gardening purpose.

Biomedical Waste Management

Biomedical wastes are never mixed with other waste in laboratory and are segregated in specified bag and are treated within 48 hrs. Autoclaving is done to decontaminate waste by destroying pathogens.

E-waste Management

For the management of e-waste the Institute as the first step, try to repair and reuse the computers. In case, they are totally perishable, the disposing off of the waste material by following the rules.E Waste generated in the campus is disposed off in a bin which is collected by the outside agencies for further disposal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geotagged photographs of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: | **B. Any 3 of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

    vehicles
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards	**B. Any 3 of the above**

and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Our institution is governed by the preachings and teachings of our founder President Bhagwan Sri Sathya Sai Baba who was a strong advocate of Sarv Dharm Sambhav and attracted followers from all over the world. Hence efforts are being made by the institution through various educational and cultural events to inculcate a sense of unity, harmony, nationality and respect for Indian cultural and regional diversity among the learners. We in the institution begin the day with a common assembly and Sarv Dharm Prayer. Every Thursday the first period is devoted to spiritual and inspirational lectures and discussions based on various Spiriturals and the life and teachings of great personalities. Students wear uniform so that they look alike which develop in them unity & equality.Bilingual teaching is the practice of institution.Curriculum is enriched by adding topics related to Indian Culture. Various cultural program organised to develop cultural harmony.

Every year on the occassion of makar sakranti 'Laksharchan" is celebrated. Atraining programme of two months for Ved Paath was given to students in hybrid mode from July 30, 2022-Sept. 30, 2022.

Every year we actively participate in Youth festival organised as per the directives of M.P. Higher education . This inculcate the cultural and regional harmony in the students. We also celebrate 'Traditional Day' in which not only the students but also the teachers present themselves in regional attire.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The institution celebrates national festivals with zeal and fervour. Programs based on the lives and philosophy of great leaders of the nation are conducted through out the year. Awareness programmes were conducted, based on Government Schemes like Swachh Bharat mission, drive against plastics, tree plantation, wild life conservation, blood donation camps etc. The college establishes policies that reflect core values. Code of conduct is formulated for students staff and employes of the institution. National Seminar on Human Rights ,Sexual Harrassmen twas organized in Hybrid Mode.

Students also participate regularly in Youth Parliament where they learn about the live functioning of Parliament. Students participated in quiz, speech, debate , essay and poster competitions related to constitution, parliamentary practices,women rights, food safety law etc. Lectures were organised for Intellectual Property right & patent, POCSO Act, Human Rights, Kargil diwas , gender equality and training programs on parliamentary affairs etc. "Voter Awareness program" (Matdata Jagrookta Abhiyan) was organised to make voters aware of the value of their invaluable vote.Students formed a human chain, poster, and slogans were displayed on Voter's Day. The workshop was organised for procedure of Voter Identity Card making to include young voters in the electoral process and a pledge was taken to cast their vote.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized	`B. Any 3 of the above`

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

`National festivals play an important role in planting the seed of nationalism and patriotism among the people of India. Celebration of these festivals commemorates the sacrifices of our great leaders and freedom fighters who laid down their lives in the foundation of this country. Celebration of national days strengthens the unity amongst the individuals of a community and empowers them to seek their roles and responsibility for national integrity and development. International days are occasions to educate the general public on issues of concern, to mobilize political will and resources to address global problems, and to`

celebrate and reinforce achievements of humanity. To maintain harmony and healthy work atmosphere and to make the learners aware of the national pride and rich cultural heritage, the National /International commemorative days are regularly being celebrated and observed in college. college celebratedNational festivals as well as Anniversaries of the great Indian Personalities as follows.

In session 2022-2023we celebrated the following National days – Independence day, Republic day, Gandhi Jayanti, NSS day, Ekta divas, Constitution day, Hindi divas Kargil Diwas ,Yuva Diwas, Veerbalak Diwas, Human Rights Day, Army Day, Mothers Day,Mathematics Day, Teachers Day, Birsa Munda Jayanti , Makarshankranti Diwas, etc.

National level poster making competition was organised on world Population day on the topic " Awareness regarding effect of over population on development & nature" . International Days - World Environment Days, Ozone Conservation Day, Yoga Day, World Nature Conservation Day, World Breast Feeding Week, World Food Day, Earth Day, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices- Education in Human Values & Spirituality

Objective - To empower students with value-based education to explore their potential, qualities and development of their personality.

Context -Students are encouraged to imbibe five Fundamental Human

Valuesi.e., Love, Truth, Righteousness, Peace and Non-violence for becoming a good human being.

Practice - Day begins with Assembly - silence for a minute, Omkaram followed by Sarvdharam prayer and recitation of veda/ national /Madhya Pradesh song.Lectures on "Indian culture and spirituality",teachings of different religions , Veda recitation ,Celebration of guru poornima, Basant panchmi, makar sakranti, & Narayan seva etc.are unique practices.

Evidence of Success- The values inculcated in the institution are reflected in students behaviour. It gives strength to face the challenges of life.

Problems- In the present scenario of complex stressful life, Education in Human Values is significant but difficult to implement.

Best Practice- To Enhance Women Employability

Objective- Improve women access to secure livelihood, economic self-reliance, raise self-confidence, enhance decision making capacity at all levels in all sphere of life.

Context- Women are facing threats to their lives, health and wellbeing. Steps should be taken to eliminate gender inequalities, sexual harassment and promoting their women potential through education and skill development.

Practice-Invited lectures on Health & Hygiene, gender equity, sexual harassment, women empowerment , women rights,etc. Workshops were organised for soft skills, technical skills,personality development & Legal Aids.. etc.

Success- Competitions were organized at collegiate level on ecofriendly ganesha making, mahendi, Rangoli , & cultural events etc.

File Description	Documents
Best practices in the Institutional website	https://www.srisatyasaiedubpl.org/iqac/institutional_best_practices.php
Any other relevant information	https://youtu.be/dCbdXcyb4ko

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

In this institution we endeavor to emancipate women through value based education. Our founder President Sri Sathya Sai Baba always emphasized on inculcating in our students the five fundamental Human Values of Love, Truth, Righteousness, Peace and Non-Violence.

To attain our objectives and Indian Culture we incorporate certain practices in our regular curriculam:

The day begins with Sarva Dharma Prayer, Maun and Omkaram, Recitation of Ved Paath /National Song. Every Thursday the first period is devoted to spiritual and inspirational lectures and discussions. Celebrations like poornima pooja, Laksharchan on makar sankranti were organised.

Human values plays a significant role in the lives of women, just as they do for everyone. These values shape their beliefs, decisions and actions in the various aspects of life.To enrich the students with value based education,one unit on Human Values is added in Foundation course - I (Environmental Education& Human Values)which is compulsory for all the students.

To develop feeling of sharing, gratitude and mindfullness we have philanthropic society including teachers and students which regulary do social activites like narayan seva, donation, distribution of blankets,sanitary napkins in adopted village and nearby slum area.

The institution has an adopted village. We have a committee including teachers and students who visit the village regularly. Various programmes on cutting issues likeHuman values, Environment conservation ,Health & Hygiene,gender sensitization, social issues etc.were conducted.

Extension activity was also organized in near by slum area Anna nagar, Bhopal.

File Description	Documents
Appropriate link in the institutional website	https://www.srisatyasaiedubpl.org/iqac/Institutional%20Distinctiveness.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Preparation for III cycle of accreditation (NAAC)

2. Conducting seminars / workshops / special lectures by departments / societies in association with IQAC.

3. Seminars / Workshops/ Lectures on gender equality, sexual harassment, IPR, Legal Aids.

4. Organise training programmes / workshops for soft / Technical Skills development among students.

5. Organise professional development programme for teaching and non teaching staff.

6. Promote alumni meetings at college and department level.

7. Workshop & lectures on Career Guidance, Competitive Exam, efforts for placement drives,

8. Field / Educational & Industrial Visit.

9. Activities related to women empowerment and spritualism.