

Annual Report Highlighting the program conducted by HEI

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University)

Progress Report for the Session 2019-20

Sri Sathya Sai College for Women, Bhopal was founded by no less a person than our founder President Bhagwan Sri Sathya Sai Baba on 4th July 1974, a Guru Purnima day. It received the sanction from the M.P. Uchcha Shiksha Anudan Ayog in 1974, (Letter No. S/II/Affl/74/10069 dated 19.11.74) as an institution affiliated to the Barkatullah University (Letter No. 23935/Acad/Affl./74 dated 23.12.74), and was later recognized by UGC, New Delhi under 2(f) and 12 (B), [Vide letter No. F. 8- 14/78 (C.P.) dated. 27.03.82 and F 8 - 259/2003(CPP-i) dated 4.02.2004]. Since its inception, the College has maintained its disposition as a center for all-round education based on discipline, duty, devotion, innovative teaching, informed and engaging research.

Currently College offers 20 subjects at UG level in four faculties and 9 subjects in PG courses English, Hindi, viz Mathematics, Political Science, Zoology, Biotechnology, Computer Science, Chemistry and Commerce. We also offer integrated dual Degree in B.A.L.L.B. and professional degrees of L.L.B., B.Ed. and B.C.A. College publishes its biannual research journal "Highbrow" with ISSN number and college magazine "Divya" to nurture the budding talents of the institution. College also has an in-campus hostel with all facilities for its 108 inmates and a rich library with 36,600 plus books, e-journals and e-books through Infilbnet, sports complex with gymnasium and separate activity center. The college has continually registered nearly 100% pass result in the examination from the last 44 plus years. 68% teachers of the college have been conferred with Ph.D. Degree. Many teachers have attended National and International conferences/seminar/workshop over the years and published more than 400 research papers in the last five years.

We are highly indebted to **NAAC** Peer Team for examining our systems and validating our claims in our re-accreditation process for which we received **“A” Grade in the year 2015**. In our quest for excellence, Internal Quality Assurance Cell (IQAC) of the college applied for autonomous status of the institution to UGC, New Delhi and subsequently college was granted Autonomous status for ten years from the session 2018-19 by UGC in December 2017 (Letter No. F.22-1/2017(AC) dated 28.12.2017) for all programs run under auspices of UGC. Subsequent to the approval by UGC we applied for NOC from department of Higher Education, Govt. of Madhya Pradesh and same was conferred to us vide there letter No. 466/484/2018/38-3 dated- 24.05.2018. After an inspection by a special committee constituted by Barkatullah University, Bhopal the Autonomous status was conferred to us for 10 years under University Statue 36 vide their letter No. 2432/Academy/Sambadhta/2018 dated - 13.07.2018. After obtaining all necessary sanction and approval we commenced requisite process and procedure as laid down by the UGC guidelines 2018 for establishing the Autonomous Cell of the college. The constitution of the Autonomous Cell is as follows -

Governing Body

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

**A. Constitution of Governing Body of Private College run by Trust.
5 Members (Trust or management as per the constitution or byelaws, with the Chairman or President /Director as the chairperson)**

Chairman:- Dr. Meena Pimpalapur

Members:-

Shri. Jamboo Bhandari

Shri. S.K. Sachdeva

Dr. Gyanvardhan Pathak

Shri. Tribhuvan Sachdeva

Two member's teachers of the college nominated by the Principal based on seniority by the rotation.

Dr. Asha Agarwal

Dr. Subha D. Kapdeo

One member Educationist or Industrialist – Nominated by the management.

Dr. Radhavallabh Sharma

One member UGC nominee – Nominated by the UGC

Prof. (Mrs.) Pushplata Singh, HOD, Ancient History & Archeology, B.H.U.,
Varanasi

One member State Government nominee – Academician not below the rank of professor or State Government official of Directorate of Higher Education/ State Council of Higher Education.

Dr. M.S. Raghuvanshi Additional Director, Higher Education, Bhopal

One member University Nominee – Nominated by the University

Dr. D.C. Gupta (Geology Department, UTD, BU.)

One member Principal of College – Ex- Officio

Dr. Sudha Pathak

Term: The term of the nominated members shall be three year.

Meeting: Governing Body shall meet at least twice a year.

Academic Council

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

Chairman: Dr. Sudha Pathak (Principal)

All Head of the Department:

Dr. Asha Agarwal (Zoology & Biotechnology)

Dr. Shubha Kapdeo (Home Science)

Dr. Jyotsana Galgale (Physics)

Dr. Shampa Malhotra (English)

Dr. Renu Mishra (Botany & Microbiology)

Dr. Neena Arora (Chemistry)

Dr. Sudha Tripathi (Commerce)

Mrs. Abhilasha Kumar (Computer Science & Application)

Dr. Shriji Seth (Political Science & Sociology)

Dr. Deepa Singh (History)

Dr. Neena Chatterjee (Economic)

Dr. Smita Nair (Mathematics)

Dr. Anupama Chouhan (Hindi)

Dr. Deepti Bhatnagar (Music)

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

Dr. Malti Joshi (Home Science)

Dr. Poornima Joshi (Commerce)

Dr. Megha Singh (English)

Dr. Shalu Saxena (Mathematics)

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

Mr. Vinod Mishra (Advocate)

padma Shri Mrs. Mehrunnisa Parvez Prasad (Educationist and writer)

Mr. Tribhuvan Sachdeva (Income Tax Consultant)

Dr. Rakesh Mishra (Miracle Children Hospital, Bhopal)

Three Nominees of the University not less than Professors.

Dr. Nisha Dubey (HOD, Department of Law, Barkatullah University)

Dr. K.B. Panda (HOD, Department of Comparative Language, Barkatullah University)

Dr. Bhupender Singh (HOD, Department of Psychology, Barkatullah University)

A faculty member nominated by the Principal

Member Secretary: Dr. Archana Srivastava

Term: The term of the nominated members shall be three year.

Meeting: Academic Council shall meet at least twice a year.

Finance Committee

The Finance Committee of the College is being constituted as follows, as per the UGC guidelines for Autonomous College 2018.

Chairman: Dr. Sudha Pathak (Principal)

One person to be nominated by the Governing Body of the College for a period of two years. -

Member - Shri Tribhuvan Sachdeva

Finance Officer of the affiliating University

Member - Smt. Jyoti Gulait (Finance Controller of Barkatullah University)

One senior-most teacher of the College to be nominated in rotation by the Principal for two years.

Member - Dr. Asha Agrawal

Term: The term of the Finance Committee shall be three years.

Meeting: The Finance Committee shall meet at least twice a year.

Board of Studies:

18 Board of Studies were constituted in faculty of Arts in subjects English, Hindi, Economics, Political Science, Sociology, History, Home Science and Music. In Faculty

of Science & Board of Studies were constituted in Maths, Physics, Chemistry, Computer Science, Botany, Zoology, Microbiology, Biotechnology apart from Board of Studies for Commerce faculty and Computer Science and Applications faculty, with the structure as given in UGC guidelines for Autonomous Colleges 2018.

Apart from Governing Body, Academic Council, Finance Committee and Board of Studies, the Autonomous Cell have following 9 other non-statutory committees.

1. Planning and Evaluation Committee

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

2. Grievance Redressal Committee

Members - 1. Dr. Shikha Mandloi
2. Dr. Purna Shrivastava
3. Dr. Seema Soni

3. Sexual Harassment Committee

Members - 1. Dr. Manisha Tripathi
2. Dr. Shikha Mandloi
3. Dr. Purna Shrivastava

4. Students Welfare Committee

Members - 1. Dr. Neena Chatterjee
2. Dr. Anita Awasthi
3. Dr. Anita Tiwari

5. Academic Audit Committee

Members - 1. Dr. Neena Arora
2. Dr. Shobhana Shrivastava
3. Dr. Soma Nag
4. Dr. Renu Shrivastava
5. Smt. Arpana Singhal
6. Dr Harsha Chaturvedi

6. Admission Committee

Members - 1. Dr. Asha Agrawal
2. Dr. Shubha Kapdeo
3. Dr. Sudha Tripathi
4. Dr. Purnima Joshi
5. Smt. Abhilasha Kumar (Convenor)
6. Dr. Shriji Seth
7. Dr. Neena Chatterjee
8. Ms. Girijesh
9. Dr. Kusum Dixit Chouhan

7. Examination Committee

Members

All Faculty Heads

8. Library Committee

Members

- 1. Dr. Sadhana Ananth
- 2. Dr. Kusum Dixit Chouhan
- 3. Mrs. Khushboo Vishwakarma (Librarian)
- 4. Ms. Purnima Malviya (Dy. Librarian)

9. Extra Curricular Committee

Members

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

Examination Cell

Autonomy facilitates an academic freedom that the college can formulate its own syllabus for all UG and PG courses, starting from the academic year 2018-19 and carries out the assessments also. The Examination Cell therefore, has been restructured to carry out all the examination activities. The Examination Cell of the college is a confidential section with the responsibility of conduction of examinations both internal and external, evaluation, publication and display of results, maintenance of student records for all UGC approved courses offered by the college which falls under the preview of Autonomy. Apart from central examination system every department has departmental examination committee comprising HOD and Examination Coordinators for each year. The examination cell is re-structured as

Chief Controller

- Principal Dr. Sudha Pathak

Advisor

- Dr. Smt. Abha Bajpai (Retired Professor, Hindi)

Examination Committee

Controller

- Dr. Smt. Sudha Tripathi

Dy. Controller -Exams

- Dr. Shriji Seth

Dy. Controller - Exams

- Dr. Shalu Saxena

Finance Committee

Advisor

- Shri. O.P. Mishra

Co-ordinator

- Dr. Poorinma Joshi

Dy. Co-ordinator

- Dr. Sunita Yadav

Printing Cell

Co-Ordinator	-	Dr. Meena Parashar
Dy. Cordinator	-	Dr. Megha Singh
Dy. Cordinator	-	Smt. Vaishali Kadwe

Computer Cell

Co-ordinator	-	Smt. Abhilasha Kumar
Dy. Cordinator	-	Ms. Girjesh Chauhan

Computer Operator & Office

Data Entry Operator	-	Mrs. Shashi Sharma
Office Asst.	-	Mrs. Seema Sahay
	-	Mrs. Anita Dar

Last year, being the first of establishment of Autonomous Cell, the Board of Studies of all the 18 subjects in the faculty of Arts, Science, Commerce and Computer Science & Application were constituted as per the UGC guidelines. Academic council, finance committee and Governing Body Council were also constituted. Barkatullah University has nominated their members for all the committees in line with the guidelines of the University. In every Board of Studies, one nominee from Barkatullah University (Vide letter No. 3054/Academy/2018 dated-25.09.2018), one member from other university, head of the department of the concerned subject and all faculty members of the department were the members. One representative from industry/corporate sector/ allied area relating to placement and one meritorious alumna of the department were nominated by the Principal. Two subject experts were nominated by the Academic Council of the college. As the tenure of all the committees is of three years hence the same committees with little modifications were in force for the present session.

Meetings of all the 18 Board of Studies were convened during the last week of June, 19. It was decided and conveyed by the BOS that the syllabus of Central Board of Studies as approved by Barkatullah University will be followed for the first year of Autonomy. The examination pattern and the marking scheme in each subjects of UG first year & PG first and second semester will be the same as that of Barkatullah University.

The meeting of the Academic Council was held on 26.6.2019. The academic council approved the minutes of the Board of Studies meetings. Academic council decided that during the second year the first CCE(Continuous Comprehensive Evaluation) examination, in the month of Sep,19, will continue to be "Non Traditional" and second CCE will be of "Traditional mode" in the month of Jan'20 for the year 2019-20 in PG/UG I and II year . Academic calendar for the session 2019-20 was also approved. It was reiterated that the question paper of PG II and IV semester and UG II yr courses will have a prototype of 3 section of objective type, short answer and long answer as practiced in PG I & III Sem and UG I yr courses during the 2018-19 session.

As decided and approved by the academic council, College started **certificate course** for 3 months duration in the department of Music. The "Sugam Sangeet", "Shartriya Sangeet" and "Vaadan Harmoniyam" classes attracted 52 students this year. Apart from various cultural, academic, extracurricular activities and extension activities in adopted village "Chota Teela Kheda" and with various NGO's of Bhopal by all the departments of the college, some activities are worth mentioning here.

1. IQAC and Law department of the college organised a one day **District level seminar on "Recent Trends in IPR (Intellectual Property Rights)" on 15.10.2019.** Experts from the various organization working in the field of IPR and research were invited and it was attended by 172 students and teachers of the college.

2. One day college level **"Terrarium Workshop" and "Vegetative Propagation Workshop"** was organised by department of Botany on 4.12.19 and 7.12.19 respectively. Experts shared the technical knowhow on terrarium making and vegetative propagation in Dhanvantri medicinal Park.

3. Two days **National Seminar on "Role of Fundamental Duties in Sustainable Development and Nation Building"** was organised by the college on 17-18th Jan'20. It was attended by around 180 participants and experts from variuos parts of India delivered their expert lectures. Around 50 papers were presented during this seminar and the proceedings were published in book form.

4. IQAC Cell and Science faculty of the college organised a two days **National Workshop on ""Research Methodology in Physical and Biological Sciences"** on 10-11th Feb'20. The experts and scientist from BARC Trombay, ICAR Mumbai, NIT Surat, Amity University Kolkatta, JKLU Jaipur, AMPRI Bhopal, MANIT Bhopal, IISER Bhopal, NLIU Bhopal, EPCO Bhopal, MSCST Bhopal and Barkatullah University shared their expertise and knowledge with the participants. Around 170 faculty, research scholars and students attended this workshop.

5. Seven day program on **"Capacity Building"** was organised by the Autonomous Cell for the teachers of the college from 12th - 19th Feb'20.

6. Two days workshop was organised for preparing **Question Bank for the PG courses** of the college in Feb'20, All the PG departments participated with the external experts from various colleges of Bhopal.

7. Five days **Orientation and Re-training program on "Recent Advancements in Computer Science"** was organised by Computer Science and Application department of the college from 24th to 28th Feb'20.

8. **Workshop on "Examination Reforms"** was organised by the Autonomous Cell on 26.2.20. Experts from various colleges of Bhopal delivered their lectures on the topic.

Autonomous cell was upgraded and strengthened with the purchase of required furniture, computers, photocopier, establishment of IT Cell and hiring some services of

technical experts. Autonomous Examination Cell conducted the semester examination for PG I & III sem in the month of Dec 2019 in eight subjects with 35 papers. The examination process began with examination form submission by students in the month of Nov 2018. Exam were conducted from 15 days (14.12.2019-28.12.2019). The examination pattern of Barkatullah University was followed for the whole process of PG examination. The TR and marksheets were sent to Barkatullah University for validation and signature of Registrar, Barkatullah University. A meeting of examination committee was convened to discuss the result and the result was declared 31.01.2019 through the college website. The whole process of PG examination from declaration of time table to the declaration of result was completed in less than 75 days.

Further a meeting of finance committee was held on 29.4.19 and 21. 5. 20, the committee reviewed the budget for the session 2019-20 for examination related expenditure and grant for other heads. Honourable members approved the proposed budget. The committee also instructed that all the expenditure should be made as per the rules of Govt. of Madhya Pradesh (M.P. Bhandar Kray Niyam Tatha Seva Uparjan Niyam 2015). UGC, New Delhi released the Autonomous grant for the year 2019-20 and reimbursement of expenditure of the 2018-19 in the month of Dec' 19.

A meeting of Governing Body Council was held on 30.4.19 and 22.5.20. The council approved the minutes of the Boards of Studies of the 18 subjects after scrutiny. The minutes of academic council and finance committee were approved. The Governing Body was informed that the MIS module developed for the examination cell of the Autonomous cell, is in the final stage of its implementation. MIS system is storing the information of all the students admitted to the courses under the preview of the Autonomous scheme, examination details, TR sheets, Mark sheets etc.

The process for PG II and IV semester and UG I & II yr examination was started on 28th Jan and students of UG classes and PG classes filled the examination forms till 16th March' 20. Due to unforeseen circumstances of COVID 19, the exams will be held in UG and PG classes as per the Government directives at the earliest possible dates. Teachers completed the syllabus of UG/PG classes through online mode after nationwide lockdown post 22th March '20.

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University)

Progress Report for the Session 2020-21

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

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

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

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

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

5. 9 non-statutory Committees
6. Examination Cell

Governing Body

This was constituted, as per UGC guidelines, in 2018 for a term three years. The structure of the Governing Body is as follows:-

Dr. Meena Pimpalpure - Chairman

Prof. (Mrs.) Pushplata Singh - **UGC nominee**
(HOD, Ancient History & Archeology, B.H.U., Varanasi)

Dr. M.S. Raghuvanshi Additional - **State Government nominee**
(Director, Higher Education, Bhopal)

Dr. D.C. Gupta - **University Nominee**
(Geology Department, UTD, BU)

Shri. Jamboo Bhandari - Member

Shri. S.K. Sachdeva - Member

Shri. Tribhuvan Sachdeva - Member

Dr. Radhavallabh Sharma - **Educationist/Industrialist**

Dr. Gyanvardhan Pathak - Member

Dr. Asha Agarwal - Member Teacher

Dr. Subha D. Kapdeo - Member Teacher

Dr. Sudha Pathak - **Principal Ex- Officio**

Academic Council

This was constituted, as per UGC guide lines in 2018 for a term of three years. The structure of the Finance Committee is as follow:-

Chairman: Dr. Sudha Pathak (Principal)

All Heads of the Departments:

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

Experts/academicians from Outside the College representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Science etc. Nominated by the Governing Body:

Mr. Vinod Mishra (Advocate)
Padma Shri Mrs. Mehrunnisa Parvez Prasad (Educationist and writer)
Mr. Tribhuvan Sachdeva (Income Tax Consultant)
Dr. Rakesh Mishra (Miracle Children Hospital, Bhopal)

Nominees of the University

Dr. Nisha Dubey (HOD, Department of Law, Barkatullah University)
Dr. K.B. Panda (HOD, Department of Comparative Language, Barkatullah University)
Dr. Bhupender Singh (HOD, Department of Psychology, Barkatullah University)

Faculty member nominated by the Principal

Dr. Archana Srivastava, Associate Professor, Physics

Member Secretary

Finance Committee

This was constituted, as per UGC guidelines in 2018 for a term of three years. The structure of the Finance Committee is as follows:

Chairman: Dr. Sudha Pathak (Principal)

Person nominated by the Governing Body of the College

Shri Tribhuvan Sachdeva - Member

Finance Officer of the affiliating University

Smt. Jyoti Gulait (Finance Controller of Barkatullah University) - Member

Senior Faculty member to be nominated in rotation by the Principal.

Dr. Asha Agrawal (Vice Principal & HOD Zoology) - Member

Board of Studies:

Separate Board of Studies was constituted for each subject, in 2018, as per UGC guidelines for a term of three years.

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

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

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

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

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

1. Planning and Evaluation Committee

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

2. Grievance Redressal Committee

Members - 1. Dr. Shikha Mandloi
2. Dr. Perna Shrivastava
3. Dr. Seema Soni

3. Sexual Harassment Committee

Members - 1. Dr. Manisha Tripathi
2. Dr. Shikha Mandloi
3. Dr. Perna Shrivastava

4. Students Welfare Committee

Members - 1. Dr. Neena Chatterjee
2. Dr. Anita Awasthi
3. Dr. Anita Tiwari

5. Academic Audit Committee

Members - 1. Dr. Neena Arora
2. Dr. Shobhana Shrivastava
3. Dr. Soma Nag
4. Dr. Renu Shrivastava
5. Smt. Arpana Singhal
6. Dr Harsha Chaturvedi

6. Admission Committee

Members - 1. Dr. Asha Agrawal
2. Dr. Shubha Kapdeo
3. Dr. Sudha Tripathi
4. Dr. Purnima Joshi
5. Smt. Abhilasha Kumar (Convenor)
6. Dr. Shriji Seth
7. Dr. Neena Chatterjee
8. Ms. Girijesh
9. Dr. Kusum Dixit Chouhan

7. Examination Committee

Members All Faculty Heads

8. Library Committee

Members - 1. Dr. Sadhana Ananth
2. Dr. Kusum Dixit Chouhan
3. Mrs. Khushboo Vishwakarma (Librarian)
4. Ms. Purnima Malviya (Dy. Librarian)

9. Extra Curricular Committee

Members

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

Despite the pandemic and the consequent lockdown our teaching learning went on uninterrupted through our online classes, Webinars, Workshops, training programmes, lecture series, orientation programmes and extension activities. A complete list of all such activities is attached separately.....

The Autonomous cell organized a 7 days **Faculty Development Programme- Capacity Building for Teachers** from 1.3.2021 to 3.3.2021 and 15.3.2021 . Expert speakers were invited to deliver lectures on a variety of topics ranging from the New Education Policy, NAAC revised framework, Best practices, Emotional Quotient, to Online learning tools and Yoga and Meditation.

From July 2020 to January 2021 a number of Webinars were conducted on varied topics for both students and teachers. The IQAC in collaboration with different departments conducted various activities, workshops and lectures in February 2021. Both students and teachers were benefitted.

Under the UGC Autonomous Scheme-**Development of Area Study Programmes** were conducted at Village Tola Chota Kheda, Panchayat Kalapani District Bhopal. This village has been adopted by our College. A one day camp was organised in the village on 17.3.2021 by the students and teachers of the Home Science Department. A lecture was delivered on Health, Hygiene and Nutrition at the anganwadi centre in the village Chota Kheda. Dr. Shubha Kapdeo, HOD Home Science, addressed the students and women of the village and elaborated upon the guidelines of Covid 19 pandemic and the norms of social distancing. She emphasised on the importance of nutritious diet for maintaining good health and developing a good immune system.

Dr. Malti Joshi apprised the villagers about the importance of nutrition garden for the enhancement of nutritional status and immunity of family members. Saplings of fruits and vegetables were distributed to women and children in the Aanganwadi centre. They were also taught to plant the fruit and vegetable saplings in their nutrition garden. Before concluding the camp, biscuits and fruits were distributed to all children and women who participated in the camp.

Question Bank Workshop was organised by the Autonomous Cell for all subjects in Feb 2021. Subject experts were invited from different institutions to prepare Questions paper for PG III sem.

Under the Autonomous Scheme of UGC some **Extension activities** were also organised-

1. 22.02.2021 - **Programme on Health & Hygiene awareness** conducted in Sri Sathya Sai Girls School, Piplani by Dept. of Home Science, Sociology, Education and IQAC, Dr. Pradnya Kapdeo addressed the students virtually about menstrual hygiene and sanitation. Lectures were also delivered on the psychological aspect of menstrual cycle, Cleanliness & hygiene in the Covid phase. They were also made aware of the use of Sanitary napkins & cleanliness.

2. 10.03.2021- **Programmes on Cleanliness/Art & Creativity.** NSS volunteers and students from all faculties went to Bal Kalyan & Bal Sahitya & Shodh Kendra. Students were given drawing and colouring material and taught to make use of them to encourage creativity.

3. 16.03.2021- As an expression of gratitude to senior citizens, students & Teachers visited Old Age Home and spent time interacting with the inmates. Fruits, biscuit, towels & soap were distributed.



Examination Cell

This is a significant part of the Autonomous Cell. It is a confidential section responsible for conducting examinations both internal and external, evaluation, publication and display of results, maintenance of students records for all UGC approved courses falling under the purview of autonomy. The Examination Cell formed in 2018 will remain the same upto session 2020-21 ie. the current session (3 yrs term) Due to the pandemic and its consequent lockdown, examination could not be conducted for the session 2019-2020. As per the directives of Department of Higher Education, Govt. Of M.P. and Barkatullah University, students of UG I & II and PG II were granted general promotion. Students of UG III and PG IV took the open book exam.

Admission process for session 2020-21 commenced from July 2020. Since admissions were delayed the session was also delayed. Since lockdown continued we were instructed to take online classes for all courses. Meetings of Board of studies for all subjects were held in November 2020. It was agreed upon for all subjects that the syllabus prescribed by the Central Board of Studies and approved by Barkatullah University in the previous session will be continued in this session also. The Examination pattern and mark scheme will also remain the same.

Examination for the odd semesters of PG courses could not be conducted. Students were promoted to the next semester on the basis of CCE marks. For session 2020-21 again, owing to Covid 19 pandemic, directives from Higher Education have been received .

UG I & II and PG II of all subjects will be examined by the open book system. UG III and PG sem IV will take offline exams in the paper pen mode in June 2021.

The Examination Cell is structured as –

Chief Controller – Principal, Dr. Sudha Pathak
Advisor – Dr. Abha Bajpai (Retd. Prof. Hindi)

Examinations Committee –

Controller – Dr. Sudha Tripathi
Dy. Controller – Dr. Shriji Seth
Dy. Controller – Dr. Shalu Saxena

Finance Committee –

Advisor – Shri O.P. Mishra
Co-ordinator – Dr. Poornima Joshi
Dy. Co-ordinator – Dr. Sunita Yadav

Printing Cell –

Co-ordinator – Dr. Meena Parashar
Dy. Co-ordinator – Dr. Megha Singh

Dy. Co-ordinator – Smt. Vaishali Kadwe

Computer Cell –

Co-ordinator – Smt. Abhilasha Kumar

Dy. Co-ordinator – Ms. Girjesh Chouhan

Computer Operator & Office –

Data Entry Operator – Smt. Shashi Sharma

Office Assistant – Smt. Seema Sahay

Meeting of the **Academic Council** was held on 9.12.2020. Academic Calendar for the session was presented and approved. This session owing to the pandemic, online classes were conducted for all UG and PG courses and study materials were posted online. Generally two CCEs are held in each session. The first CCE was taken in the non-traditional mode for which students were given MCQs and assignments which they had to submit and were marked on them. The second CCE was held in the Traditional mode- students had to take offline tests-paper pen mode. Their papers were evaluated and marked. It was decided that for all subjects at UG & PG levels a certain pattern of question papers will be followed. The paper will be in three sections – Objective questions, Short answers and Long answers. PG Sem IV will have Job Oriented Project of 100 Marks.

Meeting of the **Finance Committee** was held on 22.03.2021. the following members were present-

- | | |
|--|----------|
| 1. Dr. Sudha Pathak
Principal, Sri Sathya Sai (Autonomous)
College for women, Bhopal | Chairman |
| 2. Smt. Jyoti Golaith
Finance Controller BU Bhopal | Member |
| 3. Dr. Radha Ballabh Sharma | Member |
| 4. Dr. Asha Agrawal
Vice Principal, Sri Sathya Sai (Autonomous)
College for women, Bhopal | Member |
| 5. Dr. Abha Bajpai
Advisor, Autonomous Cell
Sri Sathya Sai (Autonomous)
College for women, Bhopal | Member |

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

The Principal welcomed Smt. Jyoti Golaith and all members present in the meeting.

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

The main points discussed were as follows:-

1. Grant to be received in the session 2020-21 was Rs. 15,00,000/- against which actual expenditure of Rs. 15,04,216/- was incurred in the session. In the financial year 2021-22 ie. the next session also a grant of Rs. 15,00,000/- is expected from UGC, Delhi. Accordingly an expenditure of Rupees fifteen lakh on various heads approved by UGC has been planned. A report of the actual income and expenditure of the session 2020-21 was presented and approved. For the session 2021-22, a budget with estimated income and expenditure was presented.
2. As per the guidelines of UGC, in the session 2020-21, an expenditure of Rs. 15,04,216/- was made on different heads approved by UGC. A utilization certificate, duly signed and certified by a CA will be sent to the Regional UGC office, Bhopal along with the other required documents. Since grant for the session has not been received so far money for expenditure had to be borrowed from the Management. A letter regarding release of grant and reimbursement of actual expenditure incurred in the session 2020-21 to be sent to UGC, Delhi.
3. It was conveyed that in the academic session 2020-21 (1 July 2020 to 30 June 2021), the estimated income from examination and other fees would be Rs. 16,70,000/-. An estimated expenditure Rupees. 15,80,000/- was proposed. In the session the actual income was Rs. 15,97,779/- and the expenditure was made accordingly. For the session 2021-22 (01 July 2021 to 30 June 2022) a budget was proposed on the basis of estimated income and expenditure.
4. It was proposed that three staff members from IT cell, who are working for the autonomous cell be paid Rs. 400/- per month for their services in the autonomous cell.

Meeting of the **Governing Body** was held on 12.04.2021. This was a session ending meeting to review the working of the Autonomous Cell in the session 2020-21 and to plan for the session 2021-22. The meeting was held virtually on Google Meet.

The following members were present:

- | | |
|------------------------------|---------------------------|
| 1. Dr. Smt. Meena Pimpalpure | Chairperson |
| 2. Dr. R.B. Sharma | Director |
| 3. Dr. Pushpalata Singh | Prof. BHU & UGC Nominee |
| 4. Dr. D.C. Gupta | BU Nominee |
| 5. Shri. M.S.Gupta | Government Representative |
| 6. Dr. G.V. Pathak | Member |
| 7. Dr. U.C. Jain | Member |
| 8. Dr. Asha Agrawal | Member |
| 9. Dr. Subha Kapdeo | Member |
| 10. Dr. Abha Bajpai | Advisor- Autonomous Cell |

11. Dr. Sudha Pathak

Principal

12. Members of the Autonomous Cell

- The Principal Welcomed all the members present in the meeting.
- Dr. Abha Bajpai, Advisor, Autonomous Cell co-ordinated the meeting and presented the working details of the cell and the system of examination followed by the institution.
- Minutes of the Academic Council meeting were read and approved.
- It was reported that owing to the pandemic admission were delayed. Only online classes were conducted as per the guidelines of the Department of Higher Education, Govt. of M.P. Odd semester exams (I & II), generally conducted in Dec/Jan also could not be conducted. Now it is time for the session ending examination for the UG courses following annual pattern and semester ending exams for the PG courses.
- Since the pandemic is still very severe, the Dept. of Higher Education and Barkatullah University have given directives that the I & II year of UG courses and Sem II of the PG courses will be examined by the open book system in June 21. UG III and PG Sem IV courses will take the final examination offline in paper pen mode in May/June 21.
- Minutes of the Finance Committee meeting were read and approved. Budget proposals for the session 2021-22 were presented for approval.
- The Principal gave a brief report on the working and progress of the Autonomous Cell in the session. She concluded by saying that since all major activities are over a report of the cell along with other documents would now be submitted to UGC-CRO. The Principal conveyed that the next session 2021-22 is expected to commence by July/August 2021. Regarding teaching learning systems and courses, UGC guidelines will be followed.
- The meeting concluded with vote thanks to the Chair and other present.

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University)

Progress Report for the Session 2021-22

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

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

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

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

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

5. 9 non-statutory Committees
6. Examination Cell

Governing Body 24.03.2022 to 25.03.2025

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

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

Academic Council 09.03.2022 to 08.03.2025

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

Chairman: Dr. Asha Agarwal (Principal)

All Head of the Department:

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

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

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

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

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

Three Nominees of the University not less than Professors.

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

A faculty member nominated by the Principal

Member Secretary: Dr. Malti Joshi

Finance Committee 24.03.2022 to 25.03.2025

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

Board of Studies:

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

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

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

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

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

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

1. Planning and Evaluation Committee

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

2. Grievance Redressal Committee

Members - 1. Dr. Shikha Mandloi
2. Dr. Seema Soni

3. Sexual Harassment Committee

Members - 1. Dr. Manisha Tripathi
2. Dr. Shikha Mandloi

3. Students Welfare Committee

Members	-	1. Dr. Neena Chatterjee 2. Dr. Anita Awasthi 3. Dr. Anita Tiwari
4. Academic Audit Committee Members	-	1. Dr. Neena Arora 2. Dr. Shobhana Shrivastava 3. Dr. Soma Nag 4. Dr. Renu Shrivastava 5. Dr Harsha Chaturvedi
5. Admission Committee Members	-	1. Dr. Shubha Kapdeo 2. Dr. Sudha Tripathi 3. Dr. Purnima Joshi 4. Dr. Shriji Seth 5. Dr. Neena Chatterjee 6. Ms. Girijesh
7. Examination Committee Members		All Faculty Heads
8. Library Committee Members	-	1. Dr. Sadhana Ananth 2. Mrs.Khushboo Vishwakarma (Librarian) 3. Ms.Purnima Malviya (Dy.Librarian)
9. Extra Curricular Committee Members	-	1. Dr. Malti Joshi (Convenor) 2. Dr. Rupa Guha Nandi 3. Smt. Supriya Singh Chouksey 4. Smt. Meenesh Hindolia 5. Smt. Sudha Singh 6. Dr. Deepti Bhatnagar

IQAC has been an integral part in developing a system for conscious, consistent and catalytic improvement in the overall performance of the College. The IQAC is committed towards internalization and institutionalization of quality enhancement initiatives in higher education. It helps the institution in planning and monitoring. IQAC also gives stakeholders including Students, Teachers, Parents, Alumni, funding agencies and Community, a cross- sectional participation in the institution's quality enhancement activities.

QUALITY INITIATIVES OF IQAC

For quality enhancement IQAC organized Faculty Development Programme , Special Webinar ,Student Induction Programme , Orientation Programme, Curriculum development ,Introduction of New courses , Subject specific Webinars , Research Development, IQAC Workshops, Training Programmes ,Skill development Workshop for students , faculties ,ClassIII & classIV. Feedback Analysis ,Awareness Programmes ,AQAR Submission etc. motivate faculty members for doing FDPS and Refreshes courses.

List of webinars, orientation programme and workshop oriented by IQAC a different department

List of National Webinar

Date	Department Organized	Topic	Name of Speaker
09.02.22	IQAC & Economics	Analysis of union Budget 2022-23	Dr. Anupama Rawat, Prof. Economics, SNGGPG College, Bhopal Dr. Tanima Dutta, Associate Prof., Lovely professional university, Punjab
10.02.22	IQAC , Department of Botany and Micro-Biology	Intellectual Property Right	Dr. Deevanshu Shrivastava, Head, Jagran School of Public Policy and International Affairs, Jagran lakecity University, Bhopal
11.02.22	IQAC & Political Science	Fundamental Rights and Duties	Dr. Anupama Yadav Professor, Political Science, Govt. Babu Lal Gour P. G. College, Bhopal
12.02.22	IQAC , Department of Botany and Micro-Biology	Sexual Harassment Gender Sensitization	Dr. Anju Bajpai, HOD, Department of Post Graduate Legal Studies, People's University, Bhopal. Women Independent Director, India Tourism Development Corporation, New Delhi. Dr. Apoorva Dixit Faculty of Law, Jagran lakecity university, Bhopal
14.02.22	IQAC and Department of English	Enhancing Speaking And Listening Skills through Story Telling	Ms. Harsha Paliwal Story Teller and Ironman Coach, Ghaziabad
17.02.22	IQAC and Department of Chemistry	Human behaviour & Environmental Sustainability Renewable sources of Energy	Mr. LOKENDRA THAKKAR State Coordinator Climate Change Knowledge Center and State Wetland Authority, Govt. MP Mr. K.KARTHIKEYAN Associate Professor in Electrical Engineering, KCG College for Technology, Karapakkam, Chennai, Tamil Nadu

18.02.22	IQAC , Department of Zoology, & Biotechnology IQAC & Department of Computer Science and Applications	Solid Waste Management Bio-Medical Waste Management E-Waste Management	Dr. SUGANDHA SINGH Dean, Sciences & IT, Madhyanchal Professional University, Bhopal Mr. VIJAYARAGHAVAN KRISHNAMURTHY Principal Consultant, Infosys Limited
19.02.22	IQAC	Human Values Education & Educare Adbhut Bharat	Dr. MEENA PIMPLAPURE Chairman, College governing body Dr. USHA NAIR Professor of Chemistry, OSD MPHEQIP M.P. Mr. PRATEEK KHARE Secretary state Commission for Protection of Child Rights, Raipur

Orientation Program

15.02.22	IQAC	Best practices Code of Conduct Welfare scheme for students,	Dr. Asha Agarwal, Principal, SSSCW Dr. Jyotsna Galgale, Vice Principal, SSSCW Dr. Shubha Kapdeo, Head, Dept. of Home Science
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Workshop on Skill Development “Earn While Learn”

IQAC in association with various teaching departments organized a skill development workshop to aware the students about various options & identify their interest and develop skills for “Earn while learn”.

Date	Topic	Resource person	Department Collaboration	Mode
21.02.22	Kachre se Kamai	Ms. Sakshi Bharadwaj, Assistant Prof. , Agriculture, Mansarovar Global University, Bhopal	Botany and IQAC Microbiology	Online
22.02.22	Awareness of trends in Technology	Ms. Girjesh Chauhan, Assistant Prof., Computer Science SSSCW, Bhopal	Computer IQAC	Online
23.02.22	Tie and Dye	Dr. Smita Jain, Prof. , Home Science, IEHE, Bhopal	IQAC Home Science	Online/ Offline
24.02.22	Madhubani Paintings	Ms. Richa Singh Chandel, Fevicryl Certified Professional	Chemistry	Online
25.02.22	Lippan art	Ms. Richa Singh Chandel, Fevicryl Certified Professional	Chemistry	Online
26.02.22	Handmade Envelope	Ms. Richa Singh Chandel, Fevicryl Certified Professional	Chemistry	Online

Activities at Godgram- Tola Chota Kheda:

One day camp was organized on 16.8.2021 to create awareness on Environment protection & personal hygiene in association with Environment society.

One day camp was organized on 28.09.2021 to create awareness on Healthy Nutrition, personal hygiene & digital literacy in association with Youth Red cross.

Extension Activity

An Extension activity was organized for the Women and children of Anna nagar slum area of Bhopal, on 28 march 2022 by the IQAC, Education Dependent and Sociology Department of the college. On this occasion, Dr. Renu Mishra, Dr. Prerna Shrivastava and Smt. Laxmi Thakur along with students informed the women of Anna Nagar about health and hygiene, pre and post menstrual issues, cleanliness and

nutrition.

On this occasion sanitary napkins were distributed to women and fruits were also distributed to children and women.

An Extension activity was organized for the children of Anna Nagar slum area of Bhopal, on 20 May 2022 by the IQAC, Education and Sociology Department and NSS of the college.

On this occasion, Dr. Renu Mishra, Dr. Pooja Kaur, Dr. Prerna Shrivastava and Smt. Laxmi Thakur and Students the children of Anna Nagar about health and hygiene, cleanliness and nutrition.

On this occasion hygiene goodie bags (soap, oil, comb, surf, shampoo, toothpaste, toothbrush, hanky, biscuits, fruity) were distributed by the Gandhian leader Shri S.N. Dubey ji and he also motivated children to practice cleanliness.

Introduction Of New Course:

Certificate course :

- **MS- Office,**
- **Medicinal Plant**
- **ICT skill**
- **Web designing**
- **Python**

The Department of Computer Science in collaboration with DataMites introduces a six month online Data Science & Artificial Intelligence course, which will begin from session 2022-23. Under the UGC Autonomous Scheme-**Development of Area Study Programmes** were conducted at Village Tola Chota Kheda, Panchayat Kalapani District Bhopal. This village has been adopted by our College.

Dr. Malti Joshi apprised the villagers about the importance of nutrition garden for the enhancement of nutritional status and immunity of family members. Saplings of fruits and vegetables were distributed to women and children in the Aanganwadi centre. They were also taught to plant the fruit and vegetable saplings in their nutrition garden. Before concluding the camp, biscuits and fruits were distributed to all children and women who participated in the camp.

Under the Autonomous Scheme of UGC some **Extension activities** were also organised-

1. 16.03.2021- As an expression of gratitude to senior citizens, students & Teachers visited Old Age Home and spent time interacting with the inmates. Fruits, biscuit, towels & soap were distributed.

Examination Cell

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

Admission process for session 2021-22 commenced from July 2021. Meetings of Board of studies for all subjects were held in Dec. 2021. It was agreed upon for all subjects that the syllabus prescribed by the Central Board of Studies and approved by Barkatullah University

in the previous session will be continued in this session also. The Examination pattern and mark scheme will also remain the same. NEP 2020 is implemented in UG I year as recommended by central board of studies and approved by the Governor of M.P.

The Examination Cell is structured as –

Chief Controller – Principal, Dr. Asha Agrawal
Advisor – Dr. Abha Bajpai (Retd. Prof. Hindi)

Examinations Committee –

Controller – Dr. Sudha Tripathi
Dy. Controller – Dr. Shriji Seth
Dy. Controller – Dr. Shalu Saxena

Finance Committee –

Advisor – Shri O.P. Mishra
Co-ordinator – Dr. Poornima Joshi
Dy. Co-ordinator – Dr. Sunita Yadav

Printing Cell –

Co-ordinator – Smt. Vaishali Kadwey
Dy. Co-ordinator – Dr. Megha Singh
Dy. Co-ordinator – Dr. Smita Nair
Dy. Co-ordinator – Dr. Soma Nag

Computer Cell –

Co-ordinator – Ms. Girjesh Chouhan
Dy. Co-ordinator – Smt. Ekta Sabarwal

Computer Operator & Office –

Data Entry Operator – Smt. Shashi Sharma
Office Assistant – Smt. Asha Sanjay Shirsat

Meeting of the **Academic Council** was held on 17.03.2022. Academic Calendar for the session was presented and approved. Generally two CCEs are held in each session. The first CCE was taken in the non-traditional mode for which students were given MCQs and assignments which they had to submit and were marked on them. The second CCE was held in the Traditional mode- students had to take offline tests-paper pen mode. Their papers were evaluated and marked. It was decided that for all subjects at UG & PG levels a certain pattern of question papers will be followed. The paper will be in three sections – Objective questions,

Short answers and Long answers. PG Sem IV will have Job Oriented Project of 100 Marks.

Finance Committee 24.03.2022 to 25.03.2025

The Finance Committee meeting of Sri Sathya Sai (Autonomous) College for Women, Bhopal was held on 30.03.2022. the following Members were present.

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

Shri Sunil Kumar Khare

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

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

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

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

The main points discussed were as follows:-

1. It was conveyed that in the academic session 2020-21 (1 July 2020 to 30 June 2021), the estimated income from examination and other fees would be Rs. 16,70,000/-. An estimated expenditure Rupees. 15,80,000/- was proposed. In the session the actual income was Rs. 15,97,779/- and the expenditure was made accordingly. For the session 2021-22 (01 July 2021 to 30 June 2022) a budget was proposed on the basis of estimated income and expenditure.

Meeting of the **Governing Body** was held on 13.04.2022..

The following members were present:

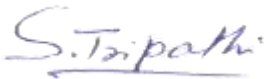
1. Chairman:- Dr. Meena Pimpalpure

- | | | |
|-------------------------------|---|----------------|
| 2. Shri. Jamboo Bhandari | - | Member |
| 3. Shri. S.K. Sachdeva | - | Member |
| 4. Dr. Gyanvardhan Pathak | - | Member |
| 5. Shri.Vijay Sampat | - | Member |
| 6. Dr. Jyotsna Galgale | - | Member Teacher |
| 7. Dr. Shampa Malhotra | - | Member Teacher |
| 8. Dr. Radhavallabh Sharma | - | Educationist |
| 9. Prof. Mrs. Pushplata Singh | - | UGC nominee |

HOD Ancient History &
Archeology, B.H.U.

- | | | |
|---|---|--------------------------|
| 10. Dr. Mathura Prasad | - | State Government nominee |
| 11. Dr. Mona Purohit
(UTD BU Bhopal) | - | University Nominee |
| 12. Dr. Asha Agarwal | - | Ex- Officio |

- The Principal Welcomed all the members present in the meeting.
- Dr. Abha Bajpai, Advisor, Autonomous Cell co-ordinated the meeting and presented the working details of the cell and the system of examination followed by the institution.
- Minutes of the Academic Council meeting were read and approved.
- Model Questions of Nep 2020 of I year of all faculties were prepared at by Autonomous cell.
- In UG I Year NEP – 2020 is implemented. The questions paper of the external examination should preferably contain long answer, short answer and objective questions. Where the internal assessment is for 30 marks, the continuous evaluation of the student will be conducted at four times by conducting four tests of 10 marks each of these, three must be written tests and the fourth may, be written test/ Quiz/ Seminar/ Assignment for theoretical courses Marks Obtained in best three tests out of four will be awarded to the student
- Minutes of the Finance Committee meeting were read and approved. Budget proposals for the session 2021-22 were presented for approval.
- The Principal gave a brief report on the working and progress of the Autonomous Cell in the session.
The Principal conveyed that the next session 2021-22 is expected to commence by July/August 2021. Regarding teaching learning systems and courses, UGC guidelines will be followed.
- The meeting concluded with vote thanks to the Chair and other present.



Controller

Autonomous Cell



Principal

PRINCIPAL

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

Sri Sathya Sai College for Women, Bhopal

(An Autonomous College Affiliated to Barkatullah University)

Progress Report for the Session 2022-23

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

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

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

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

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

5. 9 non-statutory Committees
6. Examination Cell

Governing Body 24.03.2022 to 25.03.2025

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

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

Academic Council 09.03.2022 to 08.03.2025

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

Chairman: Dr. Asha Agarwal (Principal)

All Head of the Department:

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

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

1. Dr. Meena Parashar (Commerce)

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

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

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

Three Nominees of the University not less than Professors.

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

A faculty member nominated by the Principal

Member Secretary: Dr. Malti Joshi

Finance Committee 24.03.2022 to 25.03.2025

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

Board of Studies:

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

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

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

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

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

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

1. Planning and Evaluation Committee

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

2. Grievance Redressal Committee

Members - 1. Dr. Shikha Mandloi
2. Dr. Seema Soni

3. Sexual Harassment Committee

Members - 1. Dr. Manisha Tripathi
2. Dr. Shikha Mandloi

3. Students Welfare Committee

Members - 1. Dr. Neena Chatterjee
2. Dr. Anita Awasthi
3. Dr. Anita Tiwari

4. Academic Audit Committee

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

5. Admission Committee

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

7. Examination Committee

Members All Faculty Heads

8. Library Committee

Members - 1. Dr. Sadhana Ananth
2. Mrs.KhushbooVishwakarma

(Librarian)

3. Ms.Purnima Malviya (Dy.Librarian)

9. Extra Curricular Committee

Members

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

IQAC Activities for the session 2022-23

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

• **Soft Skill Development Training Programme**

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


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

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

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

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

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



World Breastfeeding Week 2022

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

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

RULES

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

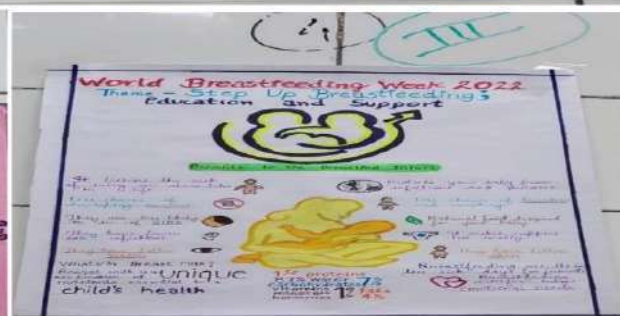


SRI SATHYA SAI COLLEGE FOR WOMEN, BHOPAL (M.P.)

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

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

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



Expert Lecture on IPR

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



• **National Seminar**

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



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

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



Welfare activities for class IV employees

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



• **Extension activities**

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



Introduction of New Course:

Certificate Course:

- Human values & Professional ethics.

Examination Cell

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

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

The Examination Cell is structured as –

Chief Controller – Principal, Dr. Asha Agrawal

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

Examinations Committee –

Controller – Dr. Sudha Tripathi

Dy. Controller – Dr. Shriji Seth

Dy. Controller – Dr. Shalu Saxena

Finance Committee –

Advisor – Shri O.P. Mishra

Co-ordinator – Dr. Poornima Joshi

Dy. Co-ordinator – Dr. Sunita Yadav

Printing Cell –

Co-ordinator – Smt. Vaishali Kadwey

Dy. Co-ordinator – Dr. Megha Singh

Dy. Co-ordinator – Dr. Smita Nair

Dy. Co-ordinator – Dr. Soma Nag

Computer Cell –

Co-ordinator – Ms. Girjesh Chouhan

Dy. Co-ordinator – Smt. Ekta Sabarwal

Computer Operator & Office –

Data Entry Operator – Smt. Shashi Sharma

Office Assistant – Smt. Asha Sanjay Shirsat

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

Finance Committee 24.03.2022 to 25.03.2025

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

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

Shri Sunil Kumar Khare

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

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

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

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

The main points discussed were as follows:-

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

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

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

The following members were present:

1. Chairman:- Dr. Meena Pimpalpure

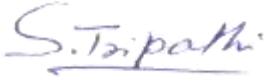
2. Shri. Jamboo Bhandari	-	Member
3. Shri. S.K. Sachdeva	-	Member
4. Dr. Gyanvardhan Pathak	-	Member
5. Shri. Vijay Sampat	-	Member
6. Dr. Jyotsna Galgale	-	Member Teacher
7. Dr. Shampa Malhotra	-	Member Teacher
8. Dr. Radhavallabh Sharma	-	Educationist
9. Prof. Mrs. Pushplata Singh	-	UGC nominee
HOD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

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

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

be followed.

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



Controller

Autonomous Cell



Principal

PRINCIPAL

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

Website Link: <https://www.srisatyaiaiedubpl.org/>