

# 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 17-18<sup>th</sup> 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 10-11<sup>th</sup> 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. Ucha 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-around 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 Degrees 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 computerized 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 an ISSN number. College magazine "Divya" is published annually, providing a 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, 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. The Inspection Committee from Barkatullah University also inspected our documents and infrastructural resources and approved 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 sanctions 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 of 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 guidelines in 2018 for a term of three years. The structure of the Finance Committee is as follows:-**

**Chairman:** Dr. Sudha Pathak (Principal)

**All Heads of the Departments:**

Dr. Asha Agarwal (Zoology & Biotechnology)

and Dr. Shubha Kapdeo (Home Science)

Dr. Jyotsana Galgale (Physics)

and Dr. Shampa Malhotra

(English)

Dr. Renu Mishra (Botany & Microbiology)

and Dr. Neena Arora (Chemistry)

Dr. Sudha Tripathi (Commerce)

Mrs. Abhilasha Kumar (Computer Science & Application)

and Dr. Shriji Seth (Political Science & Sociology)

Dr. Deepa Singh (History)

Dr. Neena Chatterjee

(Economics) 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:

A 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. 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

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

The Autonomous cell organized a 7-day **Faculty Development Programme- Capacity Building for Teachers** from 1.3.2021 to 9.3.2021. Expert speakers were invited to deliver lectures on a variety of topics ranging from the New Education Policy, NAAC revised framework, Best practices, and Emotional Quotient, to Online learning tools and Yoga and Meditation.

From July 2020 to January 2021 several 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 organized 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 of Chota Kheda. Dr. Shubha Kapdeo, HOD of 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 emphasized on the importance of a nutritious diet for maintaining good health and developing a good immune system.

Dr. Malti Joshi apprised the villagers about the importance of a 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 Anganwadi center. They were also taught to plant 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 organized by the Autonomous Cell for all subjects in Feb 2021. Subject experts were invited from different institutions to prepare question papers 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 the 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 coloring 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 the Old Age Home and spent time interacting with the inmates. Fruits, biscuits, 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, and 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 up to session 2020-21 ie. the current session (3 yrs term) Due to the pandemic and its consequent lockdown, the examination could not be conducted for the session 2019-2020, as per the directives of the 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.

The admission process for sessions 2020-21 commenced in 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 the 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 based on CCE marks. For session 2020-21 again, owing to the 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

The 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 in 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 an oriented Project of 100 Marks.

A 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 Goliath 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 of Chemistry, Dr. Renu Mishra, Associate Professor of Botany and Shri O.P. Mishra, Accounts Officer were present in the meeting as special invitees.

The Principal welcomed Smt—Jyoti Goliath and all members were 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. The grant to be received in the session 2020-21 was Rs. 15,00,000/- against which an 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 and 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 a grant for the session has not been received so far money for expenditure had to be borrowed from the Management. A letter regarding the release of the grant and reimbursement of actual expenditure incurred in the session 2020-21 is 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 of 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 based on estimated income and expenditure.
4. It was proposed that three staff members from the IT cell, who are working for the autonomous cell be paid Rs. 400/- per month for their services in the autonomous cell.

The 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 coordinated 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 the 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 on June 21. UG III and PG Sem IV courses will take the final examination offline in paper pen mode on 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 a vote thanks to the Chair and others 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 the 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 Degrees 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 that can house 108 inmates. We have a fully computerized rich central library with 36,600 plus books, e-journals, and e-books through Inflightnet. 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 an ISSN number. College magazine "Divya" is published annually, providing a platform for 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, 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. The Inspection Committee from 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 sanctions 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 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 - 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. Barkatullah University)
2. Dr. Ruchi Ghosh (HOD Sociology Department)
3. Dr. Sadhana Singh (HOD Physics)

**A faculty member nominated by the Principal**

**Member Secretary:** Dr. Malti Joshi



**Finance Committee 24.03.2022 to 25.03.2025**

- **Chairman:** Dr. Asha Agarwal (Principal)
- One person to be nominated by the Governing Body of the College.  
**Shri Tribhuvan Sachdeva**
- Finance Officer of the affiliating University  
**Shri 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	-	<ol style="list-style-type: none"> <li>1. Dr. Neena Chatterjee</li> <li>2. Dr. Anita Awasthi</li> <li>3. Dr. Anita Tiwari</li> </ol>
<b>4. Academic Audit Committee</b> Members	-	<ol style="list-style-type: none"> <li>1. Dr. Neena Arora</li> <li>2. Dr. Shobhana Shrivastava</li> <li>3. Dr. Soma Nag</li> <li>4. Dr. Renu Shrivastava</li> <li>5. Dr Harsha Chaturvedi</li> </ol>
<b>5. Admission Committee</b> Members	-	<ol style="list-style-type: none"> <li>1. Dr. Shubha Kapdeo</li> <li>2. Dr. Sudha Tripathi</li> <li>3. Dr. Purnima Joshi</li> <li>4. Dr. Shriji Seth</li> <li>5. Dr. Neena Chatterjee</li> <li>6. Ms. Girijesh</li> </ol>
<b>7. Examination Committee</b>  Members		  All Faculty Heads
<b>8. Library Committee</b> Members	-	<ol style="list-style-type: none"> <li>1. Dr. Sadhana Ananth</li> <li>2. Mrs.Khushboo Vishwakarma (Librarian)</li> <li>3. Ms.Purnima Malviya (Dy.Librarian)</li> </ol>
<b>9. Extra Curricular Committee</b> Members	-	<ol style="list-style-type: none"> <li>1. Dr. Malti Joshi (Convenor)</li> <li>2. Dr. Rupa Guha Nandi</li> <li>3. Smt. Supriya Singh Chouksey</li> <li>4. Smt. Meenesh Hindolia</li> <li>5. Smt. Sudha Singh</li> <li>6. Dr. Deepti Bhatnagar</li> </ol>

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	<b>Dr. Anupama Rawat</b> , Prof. Economics, SNGGPG College, Bhopal <b>Dr. Tanima Dutta</b> , Associate Prof., Lovely professional university, Punjab
10.02.22	IQAC, Department of Botany and Micro-Biology	Intellectual Property Right	<b>Dr. Deevanshu Shrivastava</b> , Head, Jagran School of Public Policy and International Affairs, Jagran lakecity University, Bhopal
11.02.22	IQAC & Political Science	Fundamental Rights and Duties	<b>Dr. Anupama Yadav</b> 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	<b>Dr. Anju Bajpai</b> , HOD, Department of Post Graduate Legal Studies, People's University, Bhopal. Women Independent Director, India Tourism Development Corporation, New Delhi. <b>Dr. Apoorva Dixit</b> Faculty of Law, Jagran lakecity university, Bhopal
14.02.22	IQAC and Department of English	Enhancing Speaking And Listening Skills through Story Telling	<b>Ms. Harsha Paliwal</b> Story Teller and Ironman Coach, Ghaziabad
17.02.22	IQAC and Department of Chemistry	Human behaviour & Environmental Sustainability  Renewable sources of Energy	<b>Mr. LOKENDRA THAKKAR</b> State Coordinator Climate Change Knowledge Center and State Wetland Authority, Govt. MP <b>Mr. K.KARTHIKEYAN</b> 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	<b>Dr. SUGANDHA SINGH</b> Dean, Sciences & IT, Madhyanchal Professional University, Bhopal <b>Mr. VIJAYARAGHAVAN KRISHNAMURTHY</b> Principal Consultant, Infosys Limited
19.02.22	IQAC	Human Values  Education & Educare  Adbhut Bharat	<b>Dr. MEENA PIMPLAPURE</b> Chairman, College governing body <b>Dr. USHA NAIR</b> Professor of Chemistry, OSD MPHEQIP M.P. <b>Mr. PRATEEK KHARE</b> Secretary state Commission for Protection of Child Rights, Raipur

### Orientation Program

15.02.22	IQAC	Best practices  Code of Conduct  Welfare scheme for students,	<b>Dr. Asha Agarwal,</b> Principal, SSSCW <b>Dr. Jyotsna Galgale,</b> Vice Principal, SSSCW <b>Dr. Shubha Kapdeo,</b> Head, Dept. of Home Science
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### Faculty Development Programme

The Autonomous cell organized a 4 days Faculty Development Programme- Capacity Building for Teachers from 23.3.2022 to 28.3.2022 . Expert speakers were invited to deliver lectures on a variety of topics like: Efficient use of PowerPoint in teaching, Intellectual Property Rights in India, ICT in Education, Learning outcomes and student performance in Higher Education in Madhya Pradesh.

## 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, Fecicryl Certified Professional	Chemistry	Online
25.02.22	Lippan art	Ms. Richa Singh Chandel, Fecicryl Certified Professional	Chemistry	Online
26.02.22	Handmade Envelope	Ms. Richa Singh Chandel, Fecicryl 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. Purna 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 in 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 a 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 center. They were also taught to plant 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 organized-

1. 16.03.2021- As an expression of gratitude to senior citizens, students & Teachers visited the Old Age Home and spent time interacting with the inmates. Fruits, biscuits, 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, and 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. NAAC Team Visit.

The admission process for session 2021-22 commenced in July 2021. Meetings of the 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 a 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

The 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 which students were given MCQs and assignments that they had to submit and were marked on them. The second CCE was held in the Traditional mode- students had to take offline tests in 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 would be followed. The paper will be in three sections – Objective questions,

Short answers and Long answers. PG Sem IV will have an 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 of Chemistry, Dr. Renu Mishra, Associate Professor of 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/-. Estimated expenditure of 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 based on estimated income and expenditure.

The meeting of the **Governing Body** was held on 13.04.2022.

The following members were present:

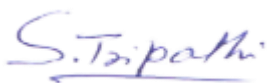
#### **1. Chairman:- Dr. Meena Pimpalpure**

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<br>(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 by Autonomous cell.
- In UG I Year NEP – 2020 is implemented. The questions paper of the external examination should preferably contain long answers, short answers, and objective questions. Where the internal assessment is for 30 marks, the continuous evaluation of the student will be conducted four times by conducting four tests of 10 marks each, three must be written tests and the fourth may, be a 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 a vote thanks to the Chair and others present.



**Controller**

**Autonomous Cell**



**Principal**

**PRINCIPAL**

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