

Annual Quality Assurance Report (AQAR) of Internal Quality Assurance Cell (IQAC) for the Academic Year 2014-15



**Govt. (Model, Autonomous) Holkar Science College
Indore – 452001, M.P.**

(An Autonomous Institution and Centre of Excellence)

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the Institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For, (July 1, 2014 to June 30, 2015))*

Part – A

I. Details of the Institution

1.1 Name of the Institution

*Govt. (Model, Autonomous) Holkar
Science College*

1.2 Address Line 1

AB Road

Address Line 2

Bhanwar Kuwa

City/Town

Indore

State

Madhya Pradesh

Pin Code

452001

Institution e-mail address

principalhsc@rediffmail.com

Contact Nos.

0731-2446806, 0731-2464074

Name of the Head of the Institution:

Dr. K.N. Chaturvedi

Tel. No. with STD Code:

0731-2446806, 0731-2464074

Mobile:

9425064354

Name of the IQAC Co-ordinator:

Prof. R.S.Maheshwari

Mobile:

9926666845

IQAC e-mail address:

principalhsc@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MPCOGN10138

1.4 NAAC Executive Committee No. & Date:

EC/50/RAR/02

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.collegeholkar.org

Web-link of the AQAR:

www.collegeholkar.org/AQAR2014-15.doc

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	***	--	05/11/2001	04/11/2006
2	2 nd Cycle	B	2.75	30/09/2009	29/09/2014
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

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

01/11/2003

1.8 AQAR for the year (for example 2010-11)

2014-15

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

- AQAR __2009-10 submitted on 18/02/2014__ (DD/MM/YYYY)
- AQAR__ 2010-11 submitted on 21/05/2014__ (DD/MM/YYYY)
- AQAR__2011-12 submitted on 18/12/2014__ (DD/MM/YYYY)
- AQAR__2012-13 submitted on 22/01/2015__ (DD/MM/YYYY)
- AQAR__2013-14 submitted on 30/01/2015 __ (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☒ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

. NIL

1.12 Name of the Affiliating University (for the Colleges)

*Devi Ahilya Vishwavidhyalaya,
Indore*

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

Autonomy by State/Central Govt. / University ☐ yes

University with Potential for Excellence ☐ UGC-CPE ☐

DST Star Scheme ☐ UGC-CE ☐

UGC-Special Assistance Programme	---	DST-FIST	---
UGC-Innovative PG programmes	---	Any other (<i>Specify</i>)	Nil
UGC-COP Programmes	---		

2. IQAC Composition and Activities

2.1 No. of Teachers	09
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	02
2.4 No. of Management representatives	01
2.5 No. of Alumni	02
2. 6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	02
2.8 No. of other External Experts	02
2.9 Total No. of members	20
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders:	No.	02	Faculty	02
	Non-Teaching Staff	02	Students	02
	Alumni	02	Others	--

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount (for establish IQAC for 12th five year plan)

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/Workshops/Symposia organized by the IQAC

Total Nos.	11	International	0	National	0	State	00	Institution Level	11
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(ii) Themes

- (i) Seminar on “Choice Based Credit System” was organized on 08/06/2015.
- (ii) Workshop on “MOU with National and International Institutions” was organized on 27/09/2014.
- (iii) Seminar on “Achieving Excellence through NAAC” was organized on 09/08/2014.
- (iv) Lectures on “Human Genome” by Dr. Harish Path and on “Peacock Conservation” by Dr. U. S Garg were organized on 18/12/2014.
- (v) A 15 day workshop on “Mobile Repairing” from 06/04/2015 to 16/04/2015 was organized by the Department of Electronics.
- (vi) A workshop on “Swine Flu” on 25/02/2015 by the Department of Pharma Chemistry.
- (vii) A national seminar on “Women Empowerment and their role in Sustainable Development of India” from 28th & 29th Dec. 2015, was organized in the institute along with Women Science Congress
- (viii) A one day workshop on “Faculty Development Programme” was organized by IBM Ahemdabad in the institute on 31st July, 2014.
- (ix) A one day seminar on “Paryavaran and Swasthya Suraksha” at village Paneriya by NCC Unit of the college on 7th April, 2015.
- (x) A one day workshop on “Bonsai Technique” was organized by Department of Botany.
- (xi) A 5 day institutional level seminar on “Microbial Life” was organized by the Department of Microbiology from 25th February, 15 to 2nd March, 2015.

2.14 Significant Activities and contributions made by IQAC

- Five certificate courses were organized by various departments in the institute during the session 2014-15.
- Five national workshop/seminar and eleven institutional level (quality related) workshop/seminars were organized by different departments during the session.
- Lecture series by various cells like Career Guidance Cell/Personality Development Cell was organized on the topics: SWOT, Resume writing, Report writing, Entrepreneurship, Personality Development, Bhasha Sudhar and Bhasha Koushal, Micro organisms-our friends and foes, Bhartiya Vijana ki Drusti mein Sukhsm Jivo ka Mahatva, Vaisvak Swasthya par Yog ka Mahatva, Drusti Badalne se Shursti Badlegi, Mahapurushon ke Prerak Prasang, Vijana aur Adhyatma, Vayktitav vikas mein Solah Sanskar etc and various activities like carrier fair, Essay writing, Science quiz, Poster Presentation, Organic Rangoli, Debate, Extempore, workshops etc. (for detail, see 7.6 of the report).
- Near about four lectures of different resource persons on different topics and two lecture series were organized by various departments during the session.
- 75 students are placed out of 430 participants by 10 various companies that visited the campus during the session.
- Three new courses started in the session – B.Sc. with Geography, B.Sc. with Economics and M.Sc. in Forensic Science.
- Under the self defence scheme a Judo Karate camp for girls was organized from 5th September 2014.
- Number of papers presented by the faculty members in various conferences/seminars – 83
- Number of research publications by the faculty in peer reviewed journals – 166
- Collaboration: National institutes(09) - School of Physics, DAVV Indore; NRCS Indore; BioRe Association Kasrawad; Kunda Kunda Gyanpeeth, Indore; P.G.Tech. Pvt. Ltd, Indore; Sunny College of Pharmaceutical Education, Indore; B.M.College of Pharmaceutical Education and Research, Indore; Lupin Ltd. Pithampur; Index Medical College, Hospital & Research Centre, Indore .
International institutes (1) - Research Institute of Organic Agriculture, Switzerland.

2.15 Plan of Action by IQAC/Outcome.

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>Academic programmes proposed:</p> <ul style="list-style-type: none"> (i) To start BCA, B.Sc. with Geography, B.Sc. with Economics. (ii) To start M.Sc. in Forensic Science. (iii) To start M.Phil. in Physics and in Mathematics. (iv) To organize academic tours. (v) To organize Lectures /seminars /workshop/symposium. (vi) To start new certificate courses. 	<p>Academic programmes implemented:</p> <ul style="list-style-type: none"> (i) Three courses at UG level – BCA, B.Sc. with Geography and B.Sc. with Economics started during the session. (ii) One course at PG level – M.Sc. in Forensic Science started during the session. (iii) Educational tours: <ul style="list-style-type: none"> • Dept. of Seed Technology/Horticulture on “Fruit Preservation Technology” at Govt. Nursery & Udyaniki.. • Dept. of Geology during 24-28/02/15 at Chittorgarh. • Dept. of Botany at Mahu. • Dept. of Microbiology at PDPLINDORE & Cipla Pvt. Ltd., Indore. • A 10 day Technical teaching programme of Dept. of Forensic Science at PG Tech., Indore.. (iv) Five certificate courses were organized by various departments in the institute during the session 2014-15. (v) Five national workshops/seminars and eleven institutional level (quality related) workshops/seminars were organized by the different departments. (vi) Four lectures of different resource persons on different topics and two lecture series were organized by various departments.
<p>Infrastructure development proposed:</p> <ul style="list-style-type: none"> (i) To develop separate blocks for each department. (ii) To construct extra classrooms. (iii) To construct new Laboratories (iv) To renovate Playgrounds (v) To enrich the Library. 	<p>Infrastructure development implemented :</p> <ul style="list-style-type: none"> (i) Three new classrooms are constructed and the process of construction of 7 more classrooms is in progress on the first floor of the Academic Block. (ii) Two research laboratories – Energy Lab and Material Lab are constructed. (iii) Play grounds are renovated.
<p>Value added programmes proposed :</p> <ul style="list-style-type: none"> (i) To start cleanliness drive in the college and to make it a polythene free zone. (ii) To organize lecturers related to Moral 	<p>Value added programmes implemented:</p> <ul style="list-style-type: none"> (i) 2 MP Armed squadron NCC unit adopted three villages namely- Panjariya, Bhadarla and Jamuniya of Mahu Tehsil on 331/07/15 to convert them into Adarsh

<p><i>values, spirituality, national integration, Indian tradition and culture etc.</i></p>	<p><i>Gram. NCC cadets of the college performed various activities like- Tree plantation, Bicycle rally, Pulse Polio, Anti Corruption rally, Blood donation, Nasha Mukta Bharat rally, Matadata Jagrukta rally and Yatayat Saptah.</i></p> <p>(ii) <i>A 7 day camp from 4 to 10 Feb. 15, of 54 NSS cadets was organized at village Ralamandal. Activities like- Construction of sport ground of school, Gajarghas Removal, Plantation in the campus, Exit of waste water, awareness among the villagers about Diseases were carried out. 15 NSS cadets took part in metadata jagrukta mobile van. Waste stationery was collected and donated to the Blind School for brail preparation.</i></p> <p>(iii) <i>The Red Cross Society: On 26 Jan 15 distributed woollen clothes to the underprivileged. On 16/10/14 a programme on "Cancer Protection" was organized in which Dr .Arti Koul delivered a lecture on "Cancer Protection" and Dr. Praveen Kanthed delivered a lecture on "Pain Management".</i></p> <p>(iv) <i>On the occasion of Women Science Congress on 28th & 29th Dec. 14 a health check up camp was organized. Dr.Chandabala Bafaria & Dr. Rajni Bhandari delivered lectures on "Diseases in Female and their cure" and on "Thelesaemia". A poster presentation on "Swine Flu" was organized. On 19/02/15 Dr. Ashish Vdhika delivered a lecture on "Rheumatoid Arthritis and its Cure"</i></p> <p>(v) <i>In the Department of Pharmaceutical Chemistry Daughter's day, Mangalyan Launching day, Ozone day, Science day are celebrated.</i></p>
<p>Skill oriented programmes proposed:</p> <p>(i) <i>To organize lectures on entrepreneurship skill development.</i></p> <p>(ii) <i>To organize lectures on personal grooming, personality development and attitude building. This will help the students to face placement agencies coming to the institution.</i></p> <p>(iii) <i>To organize career fair in the college.</i></p>	<p>Skill oriented programmes implemented:</p> <p><i>The institution conducted internal/external SWOT analysis during the year: Swami Vivekananda Career Guidance Cell, Personality Development Cell and the Placement Cell in the college provide counseling regarding the career options and guide the students to make correct choices according to their capabilities. The Placement Cell invites various companies for campus placement were a number of students are selected.</i></p> <p><i>Carrier Guidance Cell:</i></p> <p>➤ <i>In the month of July and August 2014 a lecture series of faculty members of the Department of languages was organized: "SWOT"-15/07/2014, "Resume writing"- 19/07/14, "Report writing"- 30/07/14,</i></p>

<p>Faculty competency and development programmes proposed:</p> <p>(i) To organize research motivated lectures/seminars/workshops.</p>	<p><i>“Entrepreneurship and its Benefits” - 20/08/14, “Entrepreneurship and its Aims”- 22/08/14 and “Entrepreneurship and Women”-23/08/14.</i></p> <ul style="list-style-type: none"> ➤ <i>On 26/09/14 lecture, of Shri Ankit Pal Singh, Faculty of Edge Maker Coaching Institute on “Personality Development” was organized.</i> ➤ <i>On 30th & 31st Oct. 14 a two day workshop on “BHASHA SUDHAR & BHASHA KAUSHAL” was organized.</i> ➤ <i>A “Career Fair” from 28 to 29/12/2014 was organized in the college campus.</i> ➤ <i>From 25th to 28th Feb. 2015 various activities were organized by the Department of Micro Biology like – Essay writing on “Importance of Microbial life”, Science quiz on “Biosciences”, Poster presentation on “Microbial life”, “Organic Rangoli”, Lectures on “Microorganisms-Our friends and foes”, Bhartiya Vijnana ki drusti mein sukhsam jivo ka mahatava”, “Vaisvik Swasthya par yog ka mahatava”, Debate-“Genetic Eng. Boon or Ban, Extempore.</i> ➤ <i>A 15 day workshop on “Mobile Repairing” from 06/04/2015 to 16/04/2015 was organized by the Department of Electronics.</i> <p><i>Personality Development Cell:</i></p> <p><i>By the Personality Development Cell various lectures on “Drusti Badalne se Shursti Badlegi” on 19/08/14, “ Mahapurushon ke Prerak Prasang” on 29/09/14, “Vjane and Adhyatma” on 31/10/15, Vyaktitva Vikas Mein Solah Sanskar” on 23/01/15, “Vayaktik Margdarshan” on 21/02/15, “Samvad Kaushal” on 23/03/15. Debate programme on “Rastriya Sadbhavana Ka Mool Mantra – Anekta Mein Ekta” on 30/10/14. Extempore Speech on “Bhartiya Sanskruti and Naitik Mulya”etc were organized.</i></p> <p><i>Placement Cell:</i></p> <ul style="list-style-type: none"> ➤ <i>430 students participated in the campus placement programme organized by the placement cell from time to time.</i> ➤ <i>10 organizations visited the campus and 75 students are placed at different organizations.</i> <p>Faculty competency and development programmes implemented:</p> <p>(i) Seminar on “Choice Based Credit System” was organized on 08/06/2015.</p>
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<p>(ii) To organize seminar on computer/environmental protection.</p> <p>(iii) To organize workshops related to teaching learning enhancement/examination reforms.</p>	<p>(ii) Workshop on “MOU with National and International Institutions” was organized on 27/09/2014.</p> <p>(iii) Seminar on “Achieving Excellence through NAAC” was organized on 09/08/2014.</p> <p>(iv) Lectures on “Human Genome” by Dr. Harish Path and on “Peacock Conservation” by Dr. U. S Garg were organized on 18/12/2014.</p> <p>(v) A workshop on “Swine Flu” on 25/02/2015 by the department of Pharma Chemistry.</p> <p>(vi) A one day workshop on “Faculty Development Programme” was organized by IBM Ahmedabad in the institute on 31st July, 2014.</p> <p>(vii) A 5 day institutional level seminar on “Microbial Life” was organized by the Department of Microbiology from 25th February, 15 to 2nd March, 2015.</p> <p>(viii) National workshop on “In Silico Statistical Tools and their applications in Bio Sciences” from 14 to 18 March 2015, was organized by the Department of Statistics.</p> <p>(ix) National workshop on “Contribution of India in the development of Mathematics” from 10 to 12 January 2015, was organized by the Department of Mathematics.</p> <p>(x) National seminar cum workshop on “Biochemical Health Markers” from 03 to 08 March 2015, was organized by the Department of Biochemistry & Department of Zoology.</p> <p>(xi) National seminar on “Applications of Biological Science for Human welfare” from 30 to 31 March 2015, was organized by the Department of Zoology.</p> <p>(xii) “Third MP Women Science Congress” from 28 to 29 December 2014 was organized by the college.</p> <p>(xiii) A lecture on “Peacock Conservation” was delivered by Dr. U.S.Garg in the Department of Zoology in the month of December 14.</p> <p>(xiv) A lecture on “Human Genome” was delivered by Dr. Harish Path in the Department of Zoology on 18th December 14.</p> <p>(xv) A lecture on “Sanrachnamak Bhu</p>
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	<p><i>Vigyan” was delivered by Dr. M.B.Patel in the Department of Geology 29th December 14.</i></p> <p>(xvi) <i>A lecture on “Nanotechnology and Science” was delivered by Dr. Fareed Khan in the Department of Chemistry on 1st August 14.</i></p> <p>(xvii) <i>A lecture series was organized by the Department of Seed Tech & Horticulture in which various lectures were delivered by Dr. Sai Praad, Dr S. Parekg, Dr. S.N.Upadhyay, Dr. M.K Saxena and Dr. Monica Jain.</i></p> <p>(xviii) <i>In the memory of Prof. M.G.Chitnis a lecture series was organized by the Department of Botany in which lectures were delivered by Prof. B.S Arya, Prof. O.P.Joshi, Prof. R.S.Maheshwari, Prof. A.B. Sirwani, Prof. S.K.Choure, Prof.H.N.Saya and Dr. N.K.Dhakad.</i></p>
<p>Student mentoring programmes proposed :</p> <p>(i) <i>Job oriented projects.</i></p> <p>(ii) <i>Organize Zero hour classes and Bridge classes.</i></p> <p>(iii) <i>To organize Remedial classes.</i></p> <p>(iv) <i>To organize Classes for the preparation of competitive examinations.</i></p>	<p>Student mentoring programmes implemented:</p> <p>(i) <i>Job oriented projects/ Internship are carried out by the final year students.</i></p> <p>(ii) <i>Zero hour classes for the student of first year, Bridge classes for the students of second and third years at the starting of the session</i></p> <p>(iii) <i>Remedial classes for weak students during the session were organized.</i></p> <p>(iv) <i>Classes for MP PSC, UPSC are organized during the session</i></p>
<p>Co-curricular/community extension programmes proposed:</p> <p>(i) <i>Physical Activities: YOGA, Judo Karate , sports activities: Institutional/ Division/ state/National/International sport competitions.</i></p> <p>(ii) <i>Aesthetic and Cultural Activities: On the spot drawing & painting competition, Group singing, Solo singing/ rhymes. Rangoli competitions.</i></p>	<p>Co-curricular/community extension programmes implemented: 14</p> <p>(i) <i>Yoga Karyakram Surya Namaskar was organized on 12th Jan 15.</i></p> <p>(ii) <i>Under the self defence scheme a Judo Karate camp for girls was organized from 5th September 2014.</i></p> <p>(iii) <i>18 sports teams of the college participated at inter collegiate/ district level/division level sports programmes. The college teams secured second position in T.T., Kabaddi, Handball, Basketball, Kho-Kho.</i></p> <p>(iv) <i>Student Sheshmani Yadav lead the Indore division level team at state level Yoga. Ku. Kavita Khatak lead the M.P. Gymnastic team at national level.</i></p> <p>(v) <i>On 18th to 20th Sept. 2014 Youth festival was organized in 22 disciplines at the institute. College participated in 19 disciplines at district level/division. Ku. Juhi Yadav secured third rank in collage</i></p>

	at state level. Shri Hardik Dave secured first rank in debate at state level. He is the ambassador and cultural secretary of the college. The College secured first position in Nukad Natak and secured second position in samoooh gayan in intercollegiate competition.
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2.16 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

NA

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D./M.Phil.	13	00	07	00
PG	13	01 (F.Sc.)	05	00
UG	22	02 (Geography & Economics)	19	00
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	05	--	--
Others	IGNOU	--	--	--
Total	48	08	31	00
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: **Core**
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	44
Trimester	06
Annual	--

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

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

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

Board of studies for each Department is formed to update and revise the syllabus prescribed by the Department of Higher Education, Govt. of M.P. The BOS can add up to 10-20% in the syllabus.

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

Four new courses started in the session – BCA, B.Sc. with Geography, B.Sc. with Economics and M.Sc. in Forensic Science. Also a cultural centre developed during the session.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	On Roll	Asst. Professors	Associate Professors	Professors	Others/Vacant
110	105	75	--	30	05

2.2 No. of permanent faculty with Ph.D.

75

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others(Guest)		Total(Guest)	
R	V	R	V	R	V	R	V	R	V
NA	04	NA	NA	NA	01	5+83=88	0	105+88=193	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

5+83= 88

00

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	144	11
Presented papers	06	83	05
Resource Persons	02	06	04

2.6 Innovative processes adopted by the institution in Teaching and Learning

- Along with the classroom teaching various other modern methods of teaching (LCD Projector, PPT Presentation and Interactive Board etc.) are also adopted to create interest of the students and inculcate in them an inclination towards research. Excursion tours and laboratory visits are organized to give them firsthand knowledge of the subject.
- For the continuous and comprehensive evaluation of the students different patterns like Assignment, Objective test, Group discussion, Viva voce, seminars etc are adopted.
- The faculty members visit the library every day. This practice keeps them updated with the latest trends and increases their reading ability. Which in turn helps the students as the teacher can impart the latest information and knowledge to them.
- The students also visit the library regularly. They are benefited by the information which they get by reading the course books, Reference books, Journals, Magazine and News papers.

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

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Three tire Evaluation system-Through CCE, Practical and Theory Examination. Central Valuation at UG level, Valuation at PG level by the setter, the setter has to submit the MOI along with the paper, moderation of the paper one hour before the commencement of the examination, Coding, Valuation, Re-view and Decoding of the A/B. Any student, if not satisfied with his marks, can see his valued A/B in presence of the subject experts and his guardian and revaluation facility of the A/B available. In M.Phil. valuation and Viva Voce are conducted by the experts from other Universities.

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

85

2.10 Average percentage of attendance of students

79%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	939	6.18	49.63	29.50	--	85.52
PG	296	13.18	53.72	22.97	0.68	90.54

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

- The IQAC plays a significant role in creating conducive teaching learning environment in the college.
- Meetings with the HOD's/Convenors of various committees are held to discuss problems, find solutions and to take suggestions for improvement in teaching learning process.
- The committee members monitor the teaching learning process by constantly remaining touch with the teachers and the students. They keep seeking feedbacks from the teachers regarding their teaching methods and the syllabus. They also take student's feedback about their respective teachers.
- Faculty members are encouraged to attend workshops and seminars related to methods of teaching and evaluation to keep them updated with the best teaching practices.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	28
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	03
Summer / Winter schools etc.	15
Others	09

2.14 Details of Administrative and Technical staff.

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09	03	00	00
Technical Staff	36	10	00	20

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- *To provide Wi-Fi connectivity in the campus and develop well equipped research laboratories.*
- *To encourage faculty members to take up Minor/Major research projects.*
- *To provide separate research rooms for teachers actively engaged in research activities.*
- *Encourage faculties to establish research collaborations.*
- *Journals are subscribed in the library. E-Journals, e-books made available in the library.*

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	06	01	00
Outlay in Rs. Lakhs	--	88.71 Lakh	3302000	--

3.3 Details regarding minor projects.

	Completed	Ongoing	Sanctioned	Submitted
Number	05	05	00	05
Outlay in Rs. Lakhs	7.3Lakh	9.80 Lakh	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	81	21	--
Non-Peer Review Journals	--	12	--
e-Journals	22	02	--
Conference proceedings	13	15	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2-3 Yrs	UGC/IORA/MPCST/DST	95.29 Lacks	80 Lacks
Minor Projects	1-2 yrs	UGC/MPCST	17.1 Lacks	15 Lacks
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	1 Year	UGCBSR	35000	35000
Any other(Specify)	--	--	--	--
Total			112.74 Lacks	95.35 Lacks

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	05	--	--	--
Sponsoring agencies	--	UGC/MPCST	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons 10

3.13 No. of collaborations International 01 National 09 Any other --

3.14 No. of linkages created during this year 10

3.15 Total budget for research for current year in lakhs:

From funding agency	3898000	From Management of University/College	20000
Total	3918000		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
11	--	10	01	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides 27 students registered 63

3.19 No. of Ph.D. awarded by faculty from the Institution 18

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

JRF 02 SRF -- Project Fellows 03 Any other(SC/ST) --

3.21 No. of students Participated in NSS events: University level 04 State level 01

National level 01 International level 00

3.22 No. of students participated in NCC events: University level 00 State level 14

National level 32 International level 00

3.23 No. of Awards won in NSS: University level 00 State level 00

National level 00 International level 00

3.24 No. of Awards won in NCC: University level 00 State level 02

National level 09 International level 00

3.25 No. of Extension activities organized

University forum	01	College forum	05		
NCC	06	NSS	03	Any other	05

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

2 MP Armed squadron NCC unit adopted three villages Panjariya, Bhadarla and Jamuniya of Mahu Tehsil on 31/07/15 to convert them into Adarsh Gram. NCC cadets of the college performed various activities like- Tree plantation, Bicycle rally, Puls Polio, Anti Corruption rally, Blood donation, Nasha Mukta Bharat rally, Matadata Jagrukta rally and Yatayat Saptah etc during the session.

A 7 day camp from 4 to 10 Feb. 15, of 54 NSS cadets was organized at village Ralamandal. Activities like- Construction of sport ground of school, Gajarghas Removal, Plantation in the campus, Exit of waste water, awareness among the villagers about Diseases were carried out. 15 NSS cadets took part in matadata jagrukta mobile van. Plantation in the college was carried out. They collected the waste stationery and donated to blind school for brail preparation.

The Red Cross Society: On 26 Jan 15 distributed woollen clothes to the underprivileged. On 16/10/14 a programme on "Cancer protection" was organized in which Dr.Arti Koul and Dr. Praveen Kanthel delivered lectures on "Cancer Protection" and "Pain Management" respectively.

During Women Science Congress on 28th & 29th Dec. 14 a health check up camp was organized. On this occasion Dr.Chandabala Bafaria & Dr. Rajni Bhandari delivered lectures on "Diseases in Female and their cure" and "Thelesamia" respectively. A poster presentation on "Swine Flu" was organized. On 19/02/15 Dr. Ashish Vdhika delivered a lecture on "Rheumatoid Arthritis and its Cure"

In the Department of Pharmaceutical Chemistry Daughter's day, Mangalyan Launching day, Ozone day, Science day are celebrated.

Yoga Karyakram **Surya Namaskar** was organized on 12th Jan 15. Under the self defence scheme a Judo Karate camp for girls was organized from 5th September 2014.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	34.5 acres	--	Govt.	34.5 acres
Class rooms	40	03	UGC/Govt./SF	43
Laboratories	44	00	UGC/Govt./SF	44
Seminar Halls	04	00	UGC/Govt./SF	04
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	06	03	UGC	09
Value of the equipment purchased during the year (Rs. in Lakhs)	00	4331226	UGC/Govt./SF	4331226
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

1. Office is fully computerized with internet facility.
2. Library is partially computerized with e-database and internet facility. For excess of e-journal and e-books del-net facility is available in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	62154	--	2570	67559	64724	--
Reference Books	27742	--	959	7000	28701	--
e-Books	--	--	--	--	--	--
Journals	3777	--	14	13200	3791	--
e-Journals	del-net	22500	del-net	11500	del-net	34000
Digital Database	--	--	64724	--	64724	--
CD & Video	350	--	--	--	350	--
Others (specify)Thesis	491	--	48	--	539	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	259	13	Yes	00	00	22	18	00
Added	23	01	00	00	00	00	00	00
Total	282	14	Yes	00	00	22	18	00

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

Department of computer Science organizes workshops/ training programmes related to computer awareness from time to time. The aim is to update the staff members with the basics of computer.

4.6 Amount spent on maintenance in lakhs :

i) ICT	202000
ii) Campus Infrastructure and facilities	240000
iii) Equipments	4500000
iv) Others	Nil
Total :	4942000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Each class has a proctor teacher. The proctors are asked to form a one to one interaction with the students.
- Books, reference books and other teaching material provided to the weak students.
- Zero hour classes for the students of first year, Bridge classes for the students of second and third years at the starting of the session and Remedial classes for weak students during the session were organized.
- Arrange lectures related to skill and personality development.
- Complaint boxes are installed at various places in the campus

5.2 Efforts made by the institution for tracking the progression

- Departments are asked to give a detailed report of their achievements.
- Meeting are held where the HODs are asked to give presentation
- Feedback forms are given to students where they can give suggestions.

5.3 (a) Total Number of students

UG	PG	M.Phil.	Ph. D.	Others
4680	431	78	73	00

(b) No. of students outside the state

988

(c) No. of international students

00

No	%
00	0

Women

No	%
00	0

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1280	810	794	1666	14	4550	1406	787	889	2029	07	5111

Demand ratio **1: 3**

Dropout % **20.05%**

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

1. As most of the competitive examinations follow the objective type pattern, IAES system is adopted for internal assessment.
2. Remedial classes organized for weak students.
3. A number of magazines related to competitive exams are available in the library like – Competition Success, Pratiyogita Darpan, Pratiyogita Nirdeshika etc.
4. For MPPSC, UPSC coaching classes organized during the session.

No. of students beneficiaries

600-700

5.5 No. of students qualified in these examinations.

NET	06	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	13

5.6 Details of student counseling and career guidance

The institution conducted internal/external SWOT analysis during the year: Swami Vivekananda Career Guidance Cell, Personality Development Cell and the Placement Cell in the college provide counseling regarding the career options and guide the students to make correct choices according to their capabilities. The Placement Cell invites various companies for campus placement where a number of students are selected.

Career Guidance Cell:

- In the month of July and August 2014 a lecture series of faculty members of Department of the Languages was organized: "SWOT" on 15/07/2014, "Resume writing" on 19/07/14, "Report writing" on 30/07/14, "Entrepreneurship and its Benefits" on 20/08/14, "Entrepreneurship and its Aims" on 22/08/14 and "Entrepreneurship and Women" on 23/08/14.
- On 26/09/14 lecture, of Shri Ankit Pal Singh, Faculty of Edge Maker Coaching Institute on "Personality Development" was organized.
- On 30th & 31th Oct. 2014 a two day workshop on "BHASHA SUDHAR & BHASHA KAUSHAL" was organized.
- A "Career Fair" from 28 to 29/12/2014 was organized in the college campus.
- From 25 to 28/02/2015 the Department of Microbiology organized various activities like – Essay writing on "Importance of Microbial life", Science quiz on "Biosciences", Poster presentation on "Microbial life", "Organic Rangoli", Lectures on "Microorganisms-Our friends and foes", "Bhartiya Vijnana ki drusti mein sukshma jivo ka mahatva", "Vaisvik Swasthya par yog ka mahatva", Debate-"Genetic Eng. Boon or Ban, Extempore.
- A 15 day workshop on "Mobile Repairing" from 06/04/2015 to 16/04/2015 was organized by the Department of Electronics.

Personality Development Cell:

By the Personality Development Cell various lectures on "Drusti Badalne se Shurusti Badlegi" on 19/08/14, "Mahapurushon ke Prerak Prasang" on 29/09/14, "Vjaya and Adhyatma" on 31/10/15, "Vykritva Vikas Mein Solah Sanskar" on 23/01/15, "Vayaktik Margdarshan" on 21/02/15, "Samvad Kaushal" on 23/03/15. Debate programme on "Rastriya Sadbhavana Ka Mool Mantra – Anekta Mein Ekta" on 30/10/14. Extempore Speech on "Bhartiya Sanskriti and Naitik Mulya" etc were organized.

Placement Cell:

- 430 students participated in the campus placement programme organized by the Placement Cell from time to time.
- 10 organizations visited the campus and 75 students are placed at different organizations.

No. of students benefitted

1150

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	430	75	Not Available

5.8 Details of gender sensitization programmes

- A Judo Karate camp was organized for girls during the session.
- For women empowerment a vichar gosthi on 06/11/14, a samwad baithak on 18/03/15 and information regarding citizen crop software on 05/01/15 were organized.
- In women science congress held on 28-29 December 2014 a smarika on the articles of women empowerment "Swyamsiddha" was published

5.9 Student Activities

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

Sports: State/ University level	210	National level	02	International level	00
Cultural: State/ University level	49	National level	02	International level	00

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

Sports : State/ University level	04	National level	01	International level	00
Cultural: State/ University level	01	National level	02	International level	00

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	25	25000
Financial support from government	3818	35270848
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organized / initiatives

Fairs : State/ University level	01	National level	00	International level	00
Exhibition: State/ University level	01	National level	00	International level	00

5.12 No. of social initiatives undertaken by the students

14

5.13 Major grievances of students (if any) redressed:

Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution.

VISION

To make quality the defining element of education in the institution through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- *To arrange for periodic assessment and accreditation of the institution.*
- *To stimulate the academic environment for promotion of quality of teaching-learning and research in the institution.*
- *To encourage self-evaluation, accountability, autonomy and innovations.*
- *To undertake quality-related research studies, consultancy and training programmes.*
- *To collaborate with other stakeholders for quality evaluation, promotion and sustenance.*

6.2 Does the Institution has a management Information System.

1. *The college has a well-defined administrative set up for the smooth functioning of the institution. The administrative procedure and fee structure are given in the college brochure and they are also displayed on the college website- www.collegeholkar.org. This information can also be sought directly from the college inquiry office. The Right to information (RTI) is sacredly conserved in the college. Complaint boxes are placed at various places for the convenience of the students.*

While the principal as the head of the institution remains at the helm of all the academic and administrative affairs in the college, the administrative officer serving as a link between the principal and the other staff members facilitates day to day administration of the institution. Every teaching department is headed by a senior professor entrusted with the administrative and academic responsibilities of that particular department. There are formed various committees comprising senior and experienced members of the staff for a number of activities taking place on the campus through the year. Constant monitoring is done to avoid any slackness in the administration.

Being an autonomous institution the college has its own examination department. All the activities related to the exam are carried out by this department. The administrative staff of the examination department comprises controller, deputy controller, several clerks and the peons. Students can seek information regarding their examination queries from the exam department directly.

The college imparts and seeks valuable information through JBS (Janbhagidari Samiti) and Governing body of the college. Regular meetings of OHA (old Hlkarian association) are also held to obtain valuable inputs for the betterment of administrative and academic set up.

There is a separate committee formed in the college to resolve student's complaints promptly.

- 2 *Admission to the college based on merit basis is done online through a central agency appointed by the Dept. of Higher Education Govt. of MP.*
- 3 *The student's record is maintained in the office of the principal as well as in the exam department. The statistics related to the students is also uploaded on the college website. This information's are updated on the portal of AISHE also.*
- 4 *Every teaching departments of the college has been equipped with internet in order to facilitate research activities. The college website is regularly updated. There are latest research journals available in the departments and in the central library. All the departments are interconnected through LAN to promote interactive research exchanges. There are regular meetings of the principal with researchers to ascertain the state of their progress.*
- 5 *Holkar Science College is a government college. As such it receives financial aid from govt. of MP. Being a recognized autonomous college it also receives substantial financial funds from the UGC for various purposes. The college also runs a number of self-financed courses. The funds generated by means of fees are used in the expansion of Labs and updating of college library. Being a government college the institution complies with the instructions and directives issued by the Department of Higher Education Govt. of MP from time to time.*

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

6.3.1 Curriculum Development.

- *The college complies with the instruction and directives issued by the department of higher education Govt. of M.P.*
- *Hence the curriculum designed by the higher education department is followed.*
- *Being an autonomous Institution the college has the facility to add 10-20% in this curriculum by seeking the permission of the members of the Board studies for the respective subject.*

6.3.2 Teaching and Learning .

- *The IQAC is an active body aiming towards the qualitative analysis and evaluation of the teaching and learning process in the college. The committee members monitor the teaching learning process by constantly remaining in touch with the teachers and the students.*
- *Seminars and workshops are organized to keep the faculty updated.*
- *Along with the classroom teaching various other modern methods of teaching (LCD Projector, PPT Presentation and Interactive Board etc.) are also adopted to create interest of the students and inculcate in them an inclination towards research. Excursion tours and laboratory visits are organized to give them firsthand knowledge of the subject.*
- *For the continuous and comprehensive evaluation of the students different patterns like Assignment, Objective test, Group discussion, Viva voce, seminars etc are adopted.*
- *The faculty members visit the library every day. This practice keeps them updated with the latest trends, increases their reading ability. Which in turn helps the students as the teacher can impart different information and knowledge to them. Subscriptions towards del-net and other online Journal help in research development.*
- *The students also visit the library regularly. They are benefited by the information which they*

6.3.3 Examination and Evaluation .

- *The college follows semester system at UG and PG levels.*
- *Entrance test followed by interview is mandatory for admission to M.Phil. courses .*
- *The CCE of the students is ensured through test, assignments, seminars etc. and there is a written examination at the end of the semester.*
- *In order to maintain confidentiality and academic standards it mandatory that at least 50% of the exam papers are set by the external setters.*
- *The college follows a centralized pattern of valuation at UG level and PG level valuation is done by the setter.*
- *Examination results are made available on college website, student can download the provisional mark list.*
- *The various steps are taken in valuation of answer books- Mixing, coding, valuation, scrutiny, review and decoding.*
- *Mandatory moderation of question paper before the commencement of examination.*
- *Provision to show valued answer sheets on the request of the students in the presence of the subject experts and guardian to satisfy the students by removing their doubts. Here students can challenge the valuation. Revaluation done by two examiners.*
- *Examiner for M.Sc. practical exams and for M.Phil. Viva voce from outside the native university.*

6.3.4 Research and Development

- Every teaching departments of the college has been equipped with internet in order to facilitate research activities.
- There are latest research journals available in the departments and in the central library.
- For e-journals and e-books del-net is installed in library. The students and professors can take its membership.
- Faculty members have been encouraged to organize/participate in research seminars/workshops/training programmes etc., to take up major and minor research projects and to establish research collaborations.
- 07 Major and 05 Minor research projects have been ongoing and 05 minor projects are completed during the session.
- 18 Ph.D. awarded and 63 students for Ph.D. are registered under the guidance of the faculty members during the session.
- 05 National conference/workshop were organized by the institute during the session.
- 166 papers are published by the faculty members in various research journals during the session

6.3.5 Library, ICT and physical infrastructure / instrumentation.

- Library is partially computerized.
- There are latest research journals available in the departments and in the central library.
- For e-journals and e-books del-net is installed in library. The students and professors can take its membership.
- Three classrooms have been constructed on the first floor of the academic block and process of construction of seven more rooms is in progress.
- Two research laboratories – Energy Lab and Material Lab are constructed.

6.3.6 Human Resource Management.

- The college has a well-defined administrative set up for the smooth functioning of the institution.
- While the principal as the head of the institution remains at the helm of all the academic and administrative affairs in the college, the administrative officer serving as a link between the principal and the other staff members facilitates day to day administration of the institution.
- Every teaching department is headed by a senior professor entrusted with the administrative and academic responsibilities of that particular department.
- There are formed various committees comprising senior and experienced members of the staff for a number of activities taking place on the campus through the year.
- Constant monitoring is done to avoid any slackness in the administration. Along with the teaching staff the college has class three and class four employees also.
- The principal and member of college staff work in perfect harmony to ensure a smooth, effective and transparent management of the institution.
- Holkar Science College is a government college. As such it receives financial aid from govt. of MP. Being a recognized autonomous college it also receives substantial financial funds from the UGC for various purposes.
- The college also runs a number of self-financed courses. The funds generated by means of fees are used in the expansion of Labs and updating of college library.
- The recruitment of the permanent employees is done by the Department of Higher Education Govt. of M.P.. The salary and other benefits related to finance, leaves, health etc. are regulated and implemented as per the rules laid down by the department of higher education.
- The recruitment of the temporary employees is done by the college authorities as per the rules laid down by the department of higher education.

6.3.7 Faculty and Staff recruitment.

- This is a Govt. Institution.
- Only in self finance courses offered by the college, faculties and staff members are recruited by the college on contract basis according to UGC norms and directives given by the Dept. of Higher Education Govt. of M.P.

6.3.8 Industry Interaction / Collaboration

Collaborations: 10

National institutes(09) - School of Physics, DAVV Indore; NRCS Indore; BioRe Association Kasrawad; Kunda Kunda Gyanpeeth, Indore; P.G.Tech. Pvt. Ltd, Indore; Sunny College of Pharmaceutical Education, Indore; B.M.College of Pharmaceutical Education and Research, Indore; Lupin Ltd. Pithampur; Index Medical College, Hospital & Research Centre, Indore .

International institutes (1) - Research Institute of Organic Agriculture, Switzerland.

6.3.9 Admission of Students .

- Online admissions at both UG and PG level in the college are based on merit basis as per the directives given by the Department of Higher Education Govt. Of M.P.
- Entrance test followed by interview is mandatory for admission to M.Phil. Courses.

6.4 Welfare schemes for

Teaching	4% TWF fund generated
Non teaching	---
Students	<ul style="list-style-type: none"> ➤ On the basis of merit cum means the college provides three half free ship facilities to each section of self financed courses. ➤ Full free ship to students whose parents live BPL.(BPL Card holder). ➤ Full free ship to students who have lost their parents.

22088657

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done. Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?.

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	Head/Principal
Administrative	Yes	AGMP/Higher Edu.	Yes	Head/AO/Principal

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

For UG Programmes ☒ Yes ☐ No

For PG Programmes ☒ Yes ☐ No

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

- Admission and Examination fee collection is online.
- The college follows semester system.
- The CCE of the students is ensured through test, assignments, seminars etc.
- At UG level, in the written examination conducted at the end of the semester, each paper contains three parts: Part-A (05 objective questions), Part-B (five short answer type questions with internal choice) and Part-C (five essay type questions with internal choice) and at PG level each paper contains two parts: Part-A (five short answer type questions with internal choice) and Part-B (five essay type questions with internal choice)
- In order to maintain confidentiality and academic standards it is mandatory that at least 50% of the exam papers are set by the external setters.
- Examination results are made available on college website. Students can download the provisional mark list.
- Central Valuation at UG level, Valuation at PG level by the setter, the setter has to submit the MOI along with the paper, moderation of the paper one hour before the commencement of the examination, Coding, Valuation, Re-view and Decoding of the A/B. A student, if not satisfied with his marks, can see his valued A/B in presence of his guardian and revaluation facility of the A/B available by two examiners. Examiner for M.Sc. practical exams from outside the native university. In M. Phil. valuation and Viva Voce are conducted by the experts from other Universities.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association.

- There is an alumni association “Old Holkarian’s Association (OHA)” which extends its full support to the institution.

6.12 Activities and support from the Parent – Teacher Association.

- Parents-Teachers Meetings (PTM) are organized at departmental level. In these meetings in addition to the resolution of individual problems of the students, issues like improvement in the institution, educational system, students benefit policies etc. are discussed. Parents are also apprised of their ward’s progress in the institution.

6.13 Development programmes for support staff.

- Health check-up camp.
- Yoga Karyakram.

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

- **Energy conservation:** Large size windows in the classrooms for good ventilation, labs are installed with CFL bulbs to minimize the expense of electricity.
- **Water harvesting:** Water recharging pits have been constructed at many places.
- **Efforts for Carbon Neutrality:** There is no major carbon released, AC facilities are available at the Principal’s office, Yashwant Hall, Conference hall and the Examination Department. The carbon by products that are generated are neutralized by the greenery in and around the institute.
- **Plantation:** To make the campus green and eco friendly plants are planted during the session. Our NSS volunteers and gardeners take care of the plants regularly.
- **Hazardous Waste Management:** Hazardous chemicals used in the labs are diluted and safely flushed out in septic tanks. Plant and animal waste is disposed in deep pits which are covered and closed with thick layer of earth. The vermi-culture technique is used to produce manure which is used again for the growing plants. The bio-degradable wastes are disposed through an agency hired for the purpose.
- **e-waste management:** No major e-waste is generated. The minor ones are disposed off with the permission of the Department of Higher Education.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Academic Innovation At the beginning of the session Zero hour Classes for the students of I semester and Bridge classes for the III and V semester students are being organized. Remedial teaching and intensive coaching is offered to students who need extra and special attention. The faculties are encouraged to attend various seminars/conferences held in different colleges across the country so as to inculcate the innovations in education and for their self- development.

Consultancy: The college always strives towards making innovations in various fields. Prof. S.K.Choure Department of Geology, has the expertise in GIS (Geographic Information System). MPCST Bhopal has nominated him as the technical expert for GIS. He has taken up a number of projects in the state.

Award: Prof. Arun Kher, Department of Botany has been included in the “GOLDEN BOOK OF WORLD RECORD” for birds egg shell painting.

Career: Swami Vivekananda Career Guidance Cell and the Placement Cell in the college provide counseling regarding the career options and guide the students to make correct choices according to their capabilities. The Placement Cell invites various companies for campus placement where a number of students are selected.

Quality in Teaching, Learning and Evaluation Process: The IQAC motivates the faculty members and the students towards research, innovation and creativity. The departments are asked to organize seminars and workshops both for the students and the faculty members. This helps them to remain updated with the latest trends in their respective fields. The students are given lectures related to skill and personality development. They are sent for industry and laboratory visits, where they attain practical knowledge of the subject. Along with the classroom teaching various other modern methods of teaching (LCD Projector, PPT Presentation and Interactive Board etc.) are also adopted to create interest of the students and inculcate in them an inclination towards research. For the continuous and comprehensive evaluation of the students different patterns like Assignment, Objective test, Group discussion, Viva voce, seminars etc are adopted. Books, reference books and other teaching material provided to the weak students.

Interface with the alumni Meetings with alumni are held from time to time to discuss and seek their suggestions for the development of the college.

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

The IQAC always aims at stimulating an academic environment for promotion of teaching – learning and research in the institution. The IQAC has encouraged the departments to undertake quality-related research studies, seminars, workshops and training programmes. A number of new courses and certificate courses in different subjects have been started as per the given plan. The academic plans were channelized towards promoting the holistic academic excellence of the institution. Apart from academic programmes a number of value added programmes, skill oriented programmes, student mentoring programmes, co-curricular extension programmes have been organized. The IQAC acted as a vehicle for the completion of plans and strategies made by the college. The IQAC has taken adequate action in promoting measures for institutional functioning towards quality enhancement.

7.3. Give two best practice of the college.

The college has been constantly following a number of best practices like the “**Butterfly Park**”, “**English Language Laboratory**”, “**Cleanliness Drive in the Campus**” etc. Apart from these ongoing practices the college has taken up a number of other best practices like: E-News letter, Medicinal Park and National Awards in Chemistry.

1. **The Medicinal park:** The Department of Horticulture has developed the Medicinal Park. The objective is to create awareness among the students and faculty members regarding the importance of natural therapy. The medicinal plants have some god gifted values which are harmless and can do wonders as there is no side effects. A number of plants are there in the park like-Neem, Amla, Jamun, Tulsi, Alovera etc. The college has developed certain rare species like- Sarpagandha which is used to cure acidity and is a uterine tonic, Bhringaraj used in the cure of headache and fever, Kelikand used in the cure of snake bite, Jaundice and leprosy etc.
2. **E-News letter & E-Magazine:** The college publishes e-news letter quarterly to show the achievements of its faculty members and students in the field of academic, cultural and sports. These news letters are available on the college website. The annual magazine “Spectrum” is now released online. It includes articles, poems, stories of the students and faculty members and the annual report of all departments.
3. **National Award in Chemistry:** In the honour of Dr. S.S.Deshpande, the college has constituted an award in the field of chemistry. Dr. S.S.Deshpande served the institution as a dedicated professor. He was also an earnest researcher; he completed his Ph.D. degree under the guidance of Nobel Laureates Dr. Thrope and Dr. Dr.Todd. This award is comprise a cash prize of Rs. 21000/ alongwith a citation. In the international year of Chemistry the first award was given to Dr.T. Pradeep, IIT Chennai at the event of national seminar organized by the Department of Chemistry. Second and third awards were given Dr.C.S.Gopinath, NCL Pune and K.K.Pant, IIT Delhi.

7.4 Contribution to environmental awareness / protection

The college is honoured by the nomination of Prof. R.S.Maheshwari as the member of state level experts Appraisal Committee. A number of measures have been initiated to make the Campus eco-friendly and to create teaching- learning ambience.

Green Audit -The College conducts a Green Audit of its stupendous campus. The green campus of the college has trees of different varieties. Over a hundred flower pots are being maintained regularly. The college carries out plantation programmes on various occasions like Independence day, Republic day, World environment day etc. The NSS and NCC units organizes these programmes. Many trees have been labeled with their names also. Gardeners (Maali's) are appointed to look after the plants and gardens. This practice helps in reducing carbon emission in the environment generated through gaseous and other pollutants.

Energy conservation- Large size windows in the classrooms for good ventilation, labs are installed with CFL bulbs to minimize the expense of electricity.

Water harvesting-To conserve water in the campus, water recharging pits have been constructed at many places especially on the waste ground.

Efforts for Carbon Neutrality-Majority of the class rooms and labs are non AC except for the Principal's office, Yashwant Hall, conference hall and exam department. Hence the carbon by product produced by the air conditioners is minimal. The carbon by products that are generated are neutralized by the greenery in and around the institute.

Hazardous and e- Waste Management -Hazardous chemicals used in the labs are diluted and safely flushed out in septic tanks. Plant and animal waste is disposed in deep pits which are covered and closed with thick layer of earth. The vermi-culture technique is used to produce manure which is used again for the growing plants.

7.5 Whether environmental audit was conducted?

Yes

✓

No

×

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

The institution conducted internal/external SWOT analysis during the year: Swami Vivekananda Career Guidance Cell, Personality Development Cell and the Placement Cell in the college provide counseling regarding the career options and guide the students to make correct choices according to their capabilities. The Placement Cell invites various companies for campus placement where a number of students are selected.

Career Guidance Cell:

- In the month of July and August 2014 a lecture series of faculty members of Department of the Languages was organized: "SWOT" on 15/07/2014, "Resume writing" on 19/07/14, "Report writing" on 30/07/14, "Entrepreneurship and its Benefits" on 20/08/14, "Entrepreneurship and its Aims" on 22/08/14 and "Entrepreneurship and Women" on 23/08/14.
- On 26/09/14 lecture, of Shri Ankit Pal Singh, Faculty of Edge Maker Coaching Institute on "Personality Development" was organized.
- On 30th & 31th Oct. 2014 a two day workshop on "BHASHA SUDHAR & BHASHA KAUSHAL" was organized.
- A "Career Fair" from 28 to 29/12/2014 was organized in the college campus.
- From 25 to 28/02/2015 the Department of Microbiology organized various activities like – Essay writing on "Importance of Microbial life", Science quiz on "Biosciences", Poster presentation on "Microbial life", "Organic Rangoli", Lectures on "Microorganisms-Our friends and foes", Bhartiya Vijnana ki drusti mein sukhsm jivo ka mahatava", "Vaisvik Swasthya par yog ka mahatava", Debate- "Genetic Eng. Boon or Ban, Extempore.
- A 15 day workshop on "Mobile Repairing" from 06/04/2015 to 16/04/2015 was organized by the Department of Electronics.

Personality Development Cell:

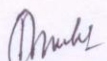
By the Personality Development Cell various lectures on "Drusti Badalne se Shursti Badlegi" on 19/08/14, "Mahapurushon ke Prerak Prasang" on 29/09/14, "Vjana and Adhyatma" on 31/10/15, Vyktitva Vikas Mein Solah Sanskar" on 23/01/15, "Vayaktik Margdarshan" on 21/02/15, "Samvad Kaushal" on 23/03/15. Debate programme on "Rastriya Sadbhavana Ka Mool Mantra – Anekta Mein Ekta" on 30/10/14. Extempore Speech on "Bhartiya Sanskruti and Naitik Mulya" etc were organized.

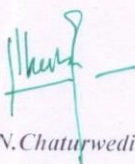
Placement Cell:

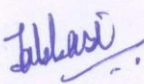
- 430 students participated in the campus placement programme organized by the Placement Cell from time to time.
- 10 organizations visited the campus and 75 students are placed at different organizations.


8. Plans of institution for next year

The College and the IQAC has formed a plan to improve the academic and administrative performance of the institution to provide quality education and to develop a learner – centric environment. It is proposed that the classrooms should be converted into smart classrooms. The college plans to introduce CBCS system at PG level and after that at UG level. It is also proposed that a fish farm should be constructed in the Fisheries Department. A server client architecture in computer lab and an internet gallery in the college has also been proposed. A well equipped modern research wing should be developed in each department for the research scholars and faculty members actively involved in research pursuits. The college plans to make the campus a polythene free zone. The IQAC has initiated and proposed to construct an auditorium and expand the cultural centre of the college for promoting our rich cultural heritage. It would lead to the overall development of the students. It is also proposed that a separate unit for central valuation should be constructed. The college also plans to construct separate well equipped departments with separate cubicles for the teachers, separate PG and M.Phil. class rooms, bigger labs and independent departmental libraries.


Name Dr. R.K.Sharma
Convener IQAC


Name Dr. K.N.Chaturvedi
Principal


Name Dr. Tausheeh Abbasi
Member IQAC


Name Dr. V.Raich
Member IQAC
