

CAREER COLLEGE, BHOPAL



Annual Quality Assurance Report

2015 - 16



The Annual Quality Assurance Report (AQAR) of the IQAC For the Year 2015-16

Part – A

AQAR for the year (*for example 2013-14*)

2015-16

1. Details of the Institution

1.1 Name of the Institution

Career College

1.2 Address Line 1

Govindpura

Address Line 2

BHEL

City/Town

Bhopal

State

Madhya Pradesh

Pin Code

462023

Institution e-mail address

info@careercollegeindia.com

Contact Nos.

0755-2456042, 2488051

Name of the Head of the Institution:

Dr. P.N Tiwari

Tel. No. with STD Code:

0755-2475366

Mobile:

9425149572

Name of the IQAC Co-ordinator:

Prof. Pradeep Jain

Mobile:

9926803132

IQAC e-mail address:

info@careercollegeindia.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MPCOGN 12960

OR

1.4 NAAC Executive Committee No. & Date:

(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)

EC/66/RAR/049

1.5 Website address:

www.careercollegeindia.com

Web-link of the AQAR:

http://careercollegeindia.com/functional-cell-iqac.php/AQAR2015-16.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	86.90	2006-2007	5 Yrs
2	2 nd Cycle	B	2.91	2013-2014	5 Yrs
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/07/2007

1.8 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)

- i. AQAR _____ 2012-13 _____ (05/08/2015)
- ii. AQAR _____ 2013-14 _____ (23/12/2016)
- iii. AQAR _____ 2014-15 _____ (10/08/2017)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Paramedical – BPT, MPT, BMLT

Library Science & Information Science – B.Lib, M.Lib.

1.11 Name of the Affiliating University (*for the Colleges*)

Barkatullah University, Bhopal

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

Autonomy by State/Central Govt. / University -

University with Potential for Excellence - UGC-CPE -

DST Star Scheme - UGC-CE -

UGC-Special Assistance Programme - DST -

UGC-Innovative PG programmes - Any other (*Specify*) -

UGC-COP Programmes -

2. IQAC Composition and Activities

2.1 No. of Teachers 03

2.2 No. of Administrative/Technical staff 02+01

2.3 No. of students 03

2.4 No. of Management representatives 01

2.5 No. of Alumni 03

2.6 No. of any other stakeholder and community representatives 02

2.7 No. of Employers/ Industrialists 01

2.8 No. of other External Experts 01

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Workshop on ICT A Modern Pedagogy for Teaching and Learning process on 21st Nov 2015
- Importance of Time Management in Teaching on 13th Jan 2016.
- Perceptive Mental Health of Sensitive Student on 30th April 2016.

2.14 Significant Activities and contributions made by IQAC

- Emphasis is given on quality enhancement and quality sustenance in curricular, co-curricular and extra-curricular activities. This is ensured with regular meetings with faculties and non-teaching staff, Heads of the Departments and students.
- Orientation for I year students who take admission after school education to ensure that they are familiar with the environment of the Higher Education and expectations of institution from them.
- Department of Botany organized the National Seminar on "Environment and Technology Innovation" Sponsored by Madhya Pradesh Council of Science and Technology (MPCST) and Environment Planning and Coordination Organization in association with ISCA
- Participation in Seminars/workshops/conferences is encouraged by the IQAC.
- IQAC made mandatory publication of at least 2 Research articles in peer reviewed Journals in a session.
- Educational Tours and Industrial visits were made compulsory for all the departments.

- Increased computerisation of administration and Upgraded library facilities.
- Mega Job fairs conducted by T&P cell to ensure maximum possible number of companies visiting the campus and maximum number of selections.
- Science fest conducted by college on the occasion of National Science Day.
- Personality Development programs and Career Counselling conducted for all the students.
- Through NPTEL at our campus we have collected more e-contents.
- As Super Resource Centre of IIT Bombay we conducted Spoken Tutorial Orientation for all the students.
- More avenues for students to engage in extension activities. Group of students joined NGOs for participating in community services.
- Sensitizing students to ecological and environmental issues by organising various ISR activities.
- Empowering female staff and students with life skills through Women Empowerment Cell
- Conducting Faculty Development Programmes on various relevant topics.
- Implementation of 17 short term courses launched in 2014-15 and also introduced few more relevant new certificate courses.

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
1. For quality enhancement of the institution a workshop/Seminar should be organised.	Department of Botany organized the National Seminar on "Environment and Technology Innovation" sponsored by Madhya Pradesh Council of Science and Technology (MPCST) and Environment Planning and Coordination Organization (EPCO) in association with Indian Science Congress Association (ISCA)
2. Activity should be plan for inculcation of moral values in the students	AIDS Day, Literacy Day, World Cancer Day, Ozone Day etc. were celebrated by College and Guest lecture on life skills was organized by college for the inculcation of moral and spiritual values among students.
3. For developing the scientific culture in the institution, management made mandatory two research papers publication in peer reviewed journals for every faculty.	At the end of the session every faculty published their two research papers in reputed peer reviewed Journals.
4. Teaching through ICT enabled learning	

<p>modules.</p> <p>5. Skill Development Programme</p>	<p>To make Teaching-Learning more effective different videos, notes and other study material have been generated, downloaded and shared with students from different websites.</p> <p>For enhancing different skills amongst students a workshop on “Entrepreneurship Development” was organised under the banner of Chief Minister Scheme with the collaboration of CEDMAP.</p>
<p>6. Faculty Development Programme</p> <p>7. Self Defence Classes for girls</p> <p>8. Short term Certificate Course</p> <p>9. Environment Awareness Programme</p> <p>10. Procurement of New text Books and Lab Equipment</p> <p>11. To promote best practices and institutionalise after dissemination of</p>	<p>Three FDPs were organized during the session 2015-16.</p> <ul style="list-style-type: none"> • Workshop on ICT A Modern Pedagogy for Teaching and Learning process on 21st Nov 2015 • Importance of Time Management in Teaching on 13th Jan 2016. • Perceptive Mental Health of sensitive students on 30th April 2016. <p>A complete schedule of self-defence classes for girls chalked out in the beginning and implementation was done accordingly.</p> <p>Department wise Short term Certificate courses were implemented. In the entire session 2015-16 a total of 25 short term courses were offered to the students.</p> <p>Under the banner of Green Cluster different Environment Awareness activities were organized.</p> <ul style="list-style-type: none"> • Nursery development. • Plantation Programme in collaboration with CPA(Capital Project Administration) at Damkheda • Distribution of saplings to all the invited Guests in the campus throughout the session 2015-16. • Environment Awareness and Cleanliness Awareness Programmes in collaboration with National Green Tribunal and M.P. Pollution Control Board, Bhopal, at kaliyasot Dam near Bhopal. <p>Requirement of Books and Lab equipment was called from all the departments at the beginning of the new session and later purchased as per the plan.</p>

information	<ul style="list-style-type: none"> • Make Plastic free campus • Florescent bulbs are replaced with Compact Fluorescent Light bulbs, wherever new bulbs needed. • Regular Health check-up of faculties and Parents during PTM. • Green Cluster of Career College has adopted Jogger’s park of Alkapuri area and is maintaining its greenliness throughout the session. Every month 20 students visit the Jogger’s Park for its maintenance.
-------------	--

** Attach the Academic Calendar of the year as Annexure. (ANNEXURE I)*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was prepared and sent to the Members of Career Society. All the suggestions forwarded by the Secretary of the Society have been incorporated while finalizing the report.

Part – B

Criterion – I

1. 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
PhD				
PG	08	01	09	
UG	08	01	09	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				07
Others				18
Total	16	02	18	25

Interdisciplinary				
Innovative				

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

Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05 (UG) + 07(PG)
Trimester	
Annual	04(UG) + 02(PG)

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

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

**Please provide an analysis of the feedback in the Annexure (ANNEXURE II)*

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

MPT I Year - Subject Physical Medicine Rehabilitation is shifted from MPT II Year to I Year.
MPT II Year- Research Methodology has been introduced to inculcate research attitude in the students.
B.Sc - Syllabus of B.Sc Zoology has been revised as some portion has been shifted from III Sem to IV Sem and IV Sem to V Sem.

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

Department of Chemistry is a recognised research centre.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
76	76			

2.2 No. of permanent faculty with Ph.D.

23

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
04	00								

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	20	52	07
Presented papers	15	14	
Resource Persons			05

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Group discussions and Presentations are used as parameters for academic performance.
- More numbers of guest lectures, workshops and training were conducted by the experts and renowned trainers.
- Continuous Comprehensive Evaluation of students through Seminars, Presentations, Specimen, Models and Assignments in addition to the traditional parameters.
- More use of LCD, role play, NPTEL videos, e books, and case studies.
- Educational and Excursion tours are conducted regularly to supplement academic performance.
- Hands on Practical Training for paramedical students in different hospitals like Spine Centre, Red Cross and CRC.

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

189

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

More numbers of parameters are included in Continuous Comprehensive Evaluation at the institution level.

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

05

2.10 Average percentage of attendance of students

75% - 85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc I Chem.	13	38.50	46.20		-----	84.70
M.Sc II Chem	7	14.30	57.10	28.60		100.00
BPT I	22		50.00	13.63		63.63
BPT II	12		91.60	08.40		100.00
BPT III	7		100.00			100.00
BPT IV	9		57.14	42.85		100.00
MPT I	4		50.00	25.00		75.00
MPT II	11		36.00	45.45		90.00
BMLT I	48		72.34	23.40		95.74
BMLT II	32		50.00	50.00		100.00
BMLT III	22		70.00	30.00		100.00
M.L.I.Sc.	2		50.00	50.00		100.00
B.L.I.Sc.	12		34.00	66.00		100.00
B.Sc-I Year Plain Biology	24		33.33	50.00	08.33	91.66
B.Sc-II Year Plain Biology	09		55.55	22.22	22.22	100.00
B.Sc-III Year Plain Biology	09		55.55	44.44		100.00
M.Sc I year-Zoology-	05		80.00	20.00		100.00
MSc II Year Zoology	02		50.00	50.00		100.00
B.C.A. I Year	88	01.00	31.00	47.00	02.00	81.00
B.C.A. II Year	76		35.53	57.89	6.58	100.00
B.C.A. III Year	40		50.00	45.00		95.00
B.Sc. I Year	184	0.54	28.26	61.41	07.07	97.28
B.Sc. II Year	146	0.68	33.56	62.33	02.74	99.32
B.Sc. III Year	129	2.33	48.06	41.09	04.65	96.12
M.Sc.(C.S.) Prev. Year	9	11.11	55.56	11.11	11.11	88.89
M.Sc. (C.S.) Final. Year	14	14.29	57.14	28.57		100.00
MSc (F) Botany	02		50.00	50.00		100.00
MSc. (P) Botany	02		50.00	50.00		100.00
B.Sc.(Biotech) I Year	32		73.68	12.50		86.18
B.Sc. (Biotech) II Year	38	13.16	86.84			100.00
B.Sc.(Biotech) III Year	18	16.60	83.40			100.00
B.Sc.(Biochem) I Year	15		86.66	13.40		100.00
B.Sc (Biochem)II Year	12	25.00	75.00			100.00
B.Sc.(Biochem)III Year	9		88.89	11.11		100.00
M.Sc.(Biotech) Previous Year	9		80.00	20.00		100.00
M.Sc.(Biotech) Final Year	5		80.00	20.00		100.00
B.Sc I Micro	32		50.00	37.50		87.50

B.Sc II Micro	21		38.09	33.33		71.42
B.Sc III Micro	13		38.46	61.54		100.00
M.Sc I Micro	17		41.17	47.05		88.22
M.Sc II Micro	9		55.55	33.33		88.88
B.Com. I (Hons.)	55	10.90	70.92	18.18		100.00
B.Com. II (Hons.)	44	15.90	75.00	09.10	-	100.00
B.Com. I	369	00.56	23.47	64.49	07.85	96.37
B.Com. II	259	01.54	54.44	41.70	02.32	100.00
B.Com. Final	272	01.83	37.88	58.45	01.84	100.00
B.B.A. I	108	04.14	44.96	41.66	00.92	91.68
B.B.A. II	82	45.12	53.66	01.22	-	100.00
B.B.A. Final	74	21.62	71.62	06.76	-	100.00
M.Com. I	40	07.50	72.50	20.00	-	100.00
M.Com. II	38	10.58	78.89	10.53	-	100.00
B.Ed	07		72.41	28.57		100.00

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

- IQAC monitors the curriculum implementation of all the subjects through the departmental heads and suggests the improvements to be done.
- The IQAC first discusses the academic calendar in the beginning of the academic session and then monitors the teaching and learning processes of the institution by ensuring effective implementation of academic calendar.
- The IQAC encourages all the faculties through Principal for the usage of e-learning resources such as NPTEL, DELNET, etc.
- The IQAC discusses various innovations in teaching learning processes adopted by faculties through sharing of experience.
- The IQAC monitors the result of S.S.R.U (Student Satisfaction Research Unit) which gives unbiased opinions of the students about their faculties.
- The IQAC discusses the implications of revised curriculum of different subjects of various courses and also ensures its effective implementation.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes/Development programmes	03 (MPCON) 76
Faculty exchange programme	

Staff training conducted by the university	
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	14
Others (Faculty Training/Tech Udaan 2k15 in association with IIT Bombay)	20

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	19			
Technical Staff	05			

Criterion – III

3. Research, Consultancy and Extension

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

- Special Lectures by Eminent Research Guides at the initiation of IQAC.
- Research oriented Internship/Projects for UG Final year and PG students.
- The IQAC encouraged Faculties to attend Seminars/Conferences and to read their research papers.
- The IQAC under the aegis of the College Research Committee guided staff members for writing project proposals to be submitted to various funding agencies.
- The IQAC encouraged faculties to motivate their students to write Scientific Review Articles and presenting the same.
- The IQAC recommended to announce cash reward to the faculty members on their research paper publications.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				01
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	51	13	-
Non-Peer Review Journals	04	-	-
e-Journals	34	-	-
Conference proceedings			-

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 organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	01	Self Finance		
Any other(Specify)	01	Lovely Professional University		
Total	02	Self Finance		

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		01-National Conference on Environment and Technology Innovations 2016 5-6 Feb,2016			01- Seminar on Modern trend in Physiotherapy on 13 July 2015
Sponsoring agencies		MPCST ,Bhopal MP ISCA Bhopal, MP EPCO Bhopal.MP			College Management

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

Revised Guidelines of IQAC	<input type="text"/>	n of AQAR	<input type="text" value="4,00000/-"/>
----------------------------	----------------------	-----------	--

From Funding agency

From Management of University/College

Total

4,00000/-

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
09	04	05				

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

03

06

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

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

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

1525

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

170

State level

National level

01

International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="05"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="05"/>	State level	<input type="text"/>
National level	<input type="text" value="01"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="23"/>
NCC	<input type="text" value="06"/>	NSS	<input type="text" value="13"/>
		Any other	<input type="text"/>

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

- NCC cadets participated in Environment Awareness Rally on 5/6/2015
- Blood donation camp was organised by NCC on 28/9/2015
- Awareness rally organised on the occasion of blood donation day on 1/10/2015.
- NCC cadets participated in plantation drive on 7/10/2015.
- NCC cadets participated in AIDS Awareness Rally organised by 4 M.P. Batalian on 1/12/2015.
- NCC cadets participated in International women's day event organised by college on 8/3/2015.
- NSS students organised awareness programs during the 7 days camp in Village Barkhedhi Obedullaganj on 21/3/2016.
- NSS in association with FPAI organised AIDS Awareness Rally and Poster competition on the topic "AIDS Samapti ki aur agrasar". On 1/12/2015.
- Department of Zoology had organized a visit to 'Aarushi', an NGO for physically challenged children on 15th September 2015 for B.Sc. Ist Sem students to develop a sense of social responsibility among them. The students spent a day with physically challenged children of Aarushi and got an insight that they are no less than the normal children in any way. It awakened the students' sensitivity towards downtrodden people of society. It was a commendable effort on the part of our students towards 'Divyang'.

- Dept of Library Science and Department of chemistry celebrated Makarskaranti with Mentally disabled children at special school on 13 January 2016.
- Distribution of Educational Kit in Slum area on the occasion of Dr. Ranganthan Birthday Celebration by Dept. of Library Science on 12 August 2015 at Anna Nagar and Ekta Nagar Slum.
- Dept of Botany organised visit to Anand Ashram (Old Age Home) on 17/10/15
- Dept of Botany visited to Vanita Medicinal Plant Nursey on 17/10/15 to have an overview of medicinal plants.
- To support the Swach Bharat Mission and to bestow a sense of responsibility towards the society the Department of Microbiology organized a “Clean and Green locality campaign” wherein the students presented a street play on cleanliness in Nayapur village which is 14 k.m. from Bhopal on 25th March 2016.
- As a part of Environment awareness program, Department of Chemistry visited Paper Recycling Plant EPCO, Bhopal on 11Sept. 2015.
- Dept. of Chemistry celebrated Ozone day on 16th September 2015.
- Department of Chemistry Celebrated Hand Washing Day on 16th October 2015.
- Environment Awareness Campaign were organised on 23rd Feb. 2016.
- Literacy Awareness Programme was organised on 8th September 2015.
- Non-violence Day was celebrated on 1st October 2015.
- AIDS Awareness programme was organised on 1st December 2015.
- Girl Child Day was celebrated on 24th Jan. 2016.
- Free OPD camps for weaker sections of society was organised on 26th Feb. 2016.
- Cancer Awareness Program for women was organised on 29 March 2016.
- Eat healthy beat diabetes was the punch line of the program on Diabetes Awareness organised by Dept. of Paramedical Science.
- Uric Acid Camp was organised on 14th September 2015.
- Blood Donation Camp was organised on 12th October 2015.
- Thyroid/Prolactin Camp was organised on 17th Jan.2016.
- Free Physiotherapy camp was organised on 1st July 2015 and 19th September 2016.

- Department of Computer Science organised Computer Awareness Programme on 10th March 2016 at S.O.S. Balgram, Bhopal.
- Department of Commerce and Management organised an event on AIDS awareness in which human chain is formed and discussion on H.I.V AIDS on 12th August 2015.

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	160000 Sq ft			160000 Sq ft
Class rooms	42			42
Laboratories	17			17
Seminar Halls	01			01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		01		01
Value of the equipment purchased during the year (Rs. in Lakhs)		1.13 lakhs	Management	1.13 Lakhs
Others				

4.2 Computerization of administration and library

- Administration : Computerised- i) Online admission in II year & III year graduation and II year of PG courses through college portal.
ii) SMS alert/notification for academic /co curriculum and T&P activities.
- Library : Fully Automated- i) Transactions like issue/return are done with Bar Coding Technology.
ii) DELNET and N-LIST facilities for students and faculties.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17149	1963743	670	180594	17819	2144337
Reference Books	2164	1429803	336	208581	2500	1638384

e-Books	Through DELNET & N-List Membership					
Journals	71	99048		38101	66	137149
e-Journals	Through DELNET & N-List Membership					
Digital Database	DELNET N-List	11500 5000	DELNET N-List	725	DELNET N-List	11500 5725
CD & Video						
Others (specify) News Paper	21	19914	21	2949	21	22863
Subscription Vivekanand Library	01	5000	01	3000	01	8000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	184	105	Broad Band	-	-	12	42	25
Added	20	-	-	-	-	-	-	20
Total	204	105	Broad Band	-	-	12	42	45

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

- Training Program of BCA -6th semester students and Faculty Members on Windows Server 2008 by Bhopal by an external agency for 60 Days.
- Faculty workshop on Spoken Tutorial by IIT Bombay.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs 5.41 lakh

ii) Campus Infrastructure and facilities

Rs 82.85 lakh

iii) Equipments

Rs 12.44 lakh

iv) Others

Rs 6.39 lakh

Total :

Rs 107.09 lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC suggested to mention the details of Student Support Services in the information Brochure for newly admitted students.
- IQAC monitored the student support services periodically and suggested to explain the same in the orientation programme in the beginning of the session so as to create awareness in the first year students.
- IQAC suggested strengthening the Women Empowerment Cell by enhancing various life skill activities under its preview especially for female students.

5.2 Efforts made by the institution for tracking the progression

- The college makes conscious efforts of tracking the progression of each student through his/her mentor.
- The progress reports of students are discussed and analysed in IQAC meeting.
- The Personality Assessment and Development Cell monitors the progress of the students in terms of certain personality traits.
- Students' academic progressions are tracked at the departmental level and discussed the same in the department meetings and also at parents teachers meet.
- The placement records are analysed in the Training & Placement Cell to ensure progression of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2466	209		

(b) No. of students outside the state

89

(c) No. of international students

Men	No	%	Women	No	%
	1740	65.05%		935	34.95%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1368	224	69	751		2412	1517	249	55	854	-	2675

Demand ratio 1.30:1

Dropout %

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

The information about various competitive examinations are collected by the college and a plan is formulated for giving support to interested students at the department level. The faculties extend academic support to the interested students regularly.

No. of students beneficiaries

5.5 No. of students qualified in these examinations /Appeared

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

5.6 Details of student counselling and career guidance

The college provides student counselling and career guidance to students through Personality Assessment & Development Centre and T&P Cell.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
34	3081	372	01

Note: The total number of students participated is the sum of the number of students participated in each campus drive organised during the session.

5.8 Details of gender sensitization programmes

- ❖ Workshop on women safety organised by Police headquarters Bhopal.
- ❖ Felicitation of Ms. Bhakti Sharma and Ms. Poonam Shroti (Top 100 women Achievers in India) on the occasion of International Women Day on 8th March 2016.
- ❖ Health Check -up and Cancer Awareness Programme for girls of the college on 12 Dec 2015.
- ❖ Self-defence classes for girls of the college.
- ❖ Nukkad Natak “Udaan Hauslon Ki” Organised by Women Empowerment Cell on 28th March 2016.
- ❖ Girl Child Day celebrated on 24 Jan 2016.
- ❖ AIDS Day celebrated on 1 Dec 2015.
- ❖ Literacy Awareness among girls of slum area on 8 Sep 2105.

5.9 Students Activities

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

State/ University level

378

National level

International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	33	5,67,000/-
Financial support from government	237 (OBC) 39(SC) 03(ST)	15,83,491/- 3,95,303/- 19,960/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

***Note:** SC/ST Students got financial support directly in their respective accounts.

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

We have a Grievance Redressal Cell which monitors and redresses the grievances of students as and when required. No major grievances were observed.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The greatest challenge before the new generation is to shape up an excellent career amidst the burning problem. Our aim is to educate the new generation for their career. We target to equip our student to face the challenges of the new era. The college is dedicated to make future citizens responsible in holding and leading the humanity on a global platform and play a vital role in transformation of our country from developing to a developed one, by imparting quality education of standard and best faculty to the student. The college pursues excellence in providing training to develop a sense of professional responsibility, social and cultural awareness and to set the students on the path to leadership.

Mission

- A firm commitment to academic excellence in career achievements to the students ensuring a head start on the track to success, through pragmatic approaches.
- Greater opportunities to the students to augment their potential for the development of prudence, skill, stewardship, moral values and culture through its multifaceted curricular and co-curricular activities.
- Inculcation of strong attitude in the students for the development of diverse attributes of personality spectrum to face global challenges of 21st century and the proud citizens of India.

6.2 Does the Institution has a management Information System

- Yes the Institution has a Management Information System. We maintain a database of students with the help of a customised software.
- We transmit/exchange information through notices, staff meetings, SMS, E-mails, etc.

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

6.3.1 Curriculum Development

- Feedbacks regularly obtained from all the stakeholders and suggestions are sent to the University & Member Board of Studies for implementation.
- Curriculum for short term courses are being designed and updated by subject expert and our faculties.
- Guest lectures are organised on regular basis.

6.3.2 Teaching and Learning

- The entire academic activities are conducted as per the pre-approved academic calendar.
- Use of modern ICT-based teaching methodologies are adopted through use of audio, video, power point presentations, you tube lectures, etc.
- Institution lays emphasis on e-learning resources through DELNET, NPTEL, etc.
- Additionally, remedial classes are conducted for weaker students.
- Regular emphasis on interactive and participatory classes. Students are exposed to the experiential learning, participative learning through presentation, excursion tours, seminars, workshops, etc.

6.3.3 Examination and Evaluation

- Mock exams are conducted simulating the pattern of University examinations so as to make students comfortable in the University examination.
- CCE Examinations are conducted by the college as per the schedule mentioned in the academic calendar in accordance with the guidelines of the Department of Higher Education, Government of MP, encompassing Group discussion, class teaching, assignments & its presentation, library reading & survey work, preparation of poster/chart/model, semi-surprise test, etc.
- To maintain transparency and impartiality answer-books of internal tests are shown to the students. Queries and major/minor doubts are resolved satisfactorily.

6.3.4 Research and Development

- Special lectures by Eminent Research Guides at the initiation of IQAC.
- Faculty members and students are encouraged to undertake research projects. Workshop, Conference and seminars are conducted regularly.
- The faculties have been encouraged to present research papers in conferences and research publications in reputed journals of National and International levels.
- Institutional support to faculty members in terms of all administrative, infrastructural and provision of seed money for undertaking research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The Library of the college is equipped with updated version SOUL Software. This software helps in automated issue/return.
- Library has Delnet and N List facilities.
- The college has adopted a well-defined ICT System for its usage in teaching and learning and also in administration.
- Part of the college campus is having Wi-fi facility.
- Every year requirements of books and equipment are taken from the departments and the library and laboratories are supplemented accordingly.
- College has biometric attendance system for faculties & staff.
- The college website is updated regularly.
- Some of the classrooms have been fitted with CCTV cameras.

6.3.6 Human Resource Management

- The institution makes conscious efforts in recruiting the quality teachers with good experience as well as in retaining the experienced faculties and staff.
- Regular faculty development programmes are arranged. Faculty members are sent to other institutions for Faculty development programmes, workshops and seminars, etc.
- The College has well defined strategies to reward and motivate the quality teachers.

6.3.7 Faculty and Staff recruitment

- The faculties and staff are recruited as per the university norms as mentioned in code 28 of universities Adhinyam, 1973, MP.
- Advertisements inviting applications from qualified candidates are published in leading newspapers to attract quality faculties and staff.

6.3.8 Industry Interaction / Collaboration

- The college has a well maintained Training & Placement Cell which aims at various Industry linkages and organises successful campus placement drives by inviting various companies for selection of eligible students.
- The college has been trying to develop enhanced numbers of Industry Interaction/ Collaboration with various agencies in the field of Biotechnology, Microbiology, Chemistry, Commerce, Computer Science, etc.

6.3.9 Admission of Students

- The college takes part in Online off campus admission process conducted by Govt. of M.P. for all the Govt. and Private Colleges of M.P through the portal of Dept. Of Higher Education, Govt. of M.P.
- The college undertakes various promotional activities like inserting ads in the newspapers, display of hoarding throughout the Madhya Pradesh, printing and distribution of pamphlets, brochures, banners, etc. to attract talented students.
- The college has course wise counselling facility to visiting students for admission and selection of particular subjects and specializations.
- The college admitted students in BMLT, BPT, MPT, B Lib, M Lib through off line direct admission on merit basis as per the guidelines of Dept. of Higher Education, Govt. of M.P.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none">* College provide 13 earn leave and 03 Optional leave.* Increment every year on the basis of individual performance.* Salary is being paid to all the employees in the 1st week of the every month.* 3 month maternity leave as per Govt. Policy*Medical benefits and medical concession in the society's hospital CIMS.* Residential quarters for few staff.
----------	---

	<p>*Employees provident fund for all eligible employees.</p> <p>*ESIC scheme for all eligible employees.</p> <p>*1.5 month paid leave for PhD and Rs. 1000/- increment to the staff when the Ph.D get awarded.</p> <p>* 15to 20 Days summer vacation.</p> <p>* 21 days paid leave on being selected for refresher or orientation course.</p> <p>* 15 days leave for Marriage of a staff member.</p> <p>* 15 days leave on death of close family member.</p> <p>*On duty leave given to faculty members for various academic and Research activities.</p> <p>*Salary advance on specific requirements of its teaching staff.</p> <p>* Fee exemption to wards of faculties.</p> <p>*Best article award in Hindi and in English in College Magazine Abhivyakti.</p>
Non- teaching	<p>*3 month maternity leave.</p> <p>* Increment every year.</p> <p>*Medical benefits and medical concession in the society's hospital CIMS.</p> <p>*Free uniform to class IV employees</p> <p>* PF /Employees provident fund for all eligible employees.</p> <p>*ESIC scheme for all eligible employees.</p> <p>*Salary advance on specific Requirements.</p> <p>* Fee exemption to wards of Non- teaching staff.</p> <p>* Residential quarters for few staff.</p> <p>* 15 days leave for Marriage of a staff member.</p> <p>* 15 days leave on death of close family member.</p> <p>* 10 to 15 Days summer vacation.</p>

Students	<ul style="list-style-type: none">*Scholarships from society to needy students.*Medical facility to all hostellers and day scholars.*Railway Concession for travelling.*Book bank for economically weaker section.*Wi-Fi/ internet facility is also available*Payment of college fee in 2 easy instalments.* Best article award in Hindi and in English in College Magazine Abhivyakti.
----------	---

6.5 Total corpus fund generated

2 Crore

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	-	-	Yes	IQAC
Administrative	Yes	Chartered Accountant	Yes	Management

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

For UG Programmes Yes No

For PG Programmes Yes No

NA

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

NA

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

1. College has an active Alumni Cell. Every Year cell organizes annual meet for alumni. 77 alumni took part in Alumni Meeting in the session 2015-16 on 3rd April 2016.
2. Alumni help in placements by giving the information about any job opportunities in their respective companies, also help in arranging Industrial Visits.
3. Alumni suggest improvements in course content/extra trainings to be given according to the industry requirements for the course.

6.12 Activities and support from the Parent – Teacher Association

1. Parent Teacher Meeting is conducted every year. A proposal is discussed in the meeting to form a formal Parent Teacher Association.
2. Parents' feedback is taken on major aspects such as academic standard, teaching quality, infrastructure, etc.
3. Parents representing in the IQAC were actively involved in providing suggestions regarding quality enhancement and its implementation.

6.13 Development programmes for support staff

- Regular meetings with the Principal to identify and solve their problems.
- College organised a short term training programme to upgrade their computer knowledge and also knowledge of office filing system.

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

1. Green Audit of the Campus was carried out by the external agency, Niche Quality Solutions Private Limited regularly.
2. Green Cluster conducts awareness program and activities for the student community like plantation, celebration on world environment day, etc.
3. We have installed power saving features on our computers.
4. We are constantly replacing tube light with energy efficient compact fluorescent light (CFL)/LED wherever it is possible.
5. College is maintaining Rain water harvesting system to continue to get our borewells recharged. The College is using solar water heater system in its hostel and hospital to ensure carbon neutrality.
6. The college follows the biomedical rules 1998 wherein we segregate and collect all kinds of wastes as per bio medical waste rules. This systematically collected waste is disposed by an authorized and approved agent, Bhopal Incinerators Ltd.
7. College ensure no use of plastic in the campus.
8. Consumption of Tobacco & Tobacco products is strictly prohibited.

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.

- Make Plastic free campus.
- Self-defence classes for all the girls.
- Health check-up of faculty and Parents
- Green Cluster of Career College has adopted Jogger's park of Alkapuri area. Around twenty students clean Joggers park once a month
- Reuse of one -side- printouts
- Summer job for students under earn while you learn scheme.
- Involvement of students in minor research project.

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

<ul style="list-style-type: none">• Department of Botany organized the National Seminar on "Environment and Technology Innovation" sponsored by Madhya Pradesh Council of Science and Technology (MPCST) and Environment Planning and Coordination Organization (EPCO) in association with Indian Science Congress Association (ISCA)• AIDS Day, Literacy Day, World Cancer Day, Ozone Day etc. were celebrated by College and Guest lecture on life skills was organized by college for the inculcation of moral and spiritual values among students.• At the end of the session every faculty published their two research papers in reputed peer reviewed Journals.• To make Teaching-Learning more effective different videos, notes and other study material have been generated, downloaded and shared with students from different websites.• For enhancing different skills amongst students a workshop on "Entrepreneurship Development" was organised under the banner of Chief Minister Scheme with the collaboration of CEDMAP.
<ul style="list-style-type: none">• Three FDPs were organized during the session 2015-16.<ul style="list-style-type: none">➤ Workshop on ICT A Modern Pedagogy for Teaching and Learning process on 21st Nov 2015➤ Importance of Time Management in Teaching on 13th Jan 2016.➤ Perceptive Mental Health of sensitive students on 30th April 2016.• A complete schedule of self-defence classes for girls chalked out in the beginning and implementation was done accordingly.• Department wise Short term Certificate courses were implemented. In the entire session 2015-16 a total of 25 short term courses were offered to the students.• Under the banner of Green Cluster different Environment Awareness activities were organized.<ul style="list-style-type: none">➤ Nursery development.➤ Plantation Programme in collaboration with CPA(Capital Project Administration) at Damkheda➤ Distribution of saplings to all the invited Guests in the campus throughout the session 2015-16.➤ Environment Awareness and Cleanliness Awareness Programmes in collaboration with National Green Tribunal and M.P. Pollution Control Board, Bhopal, at kaliyasot Dam near Bhopal.• Requirement of Books and Lab equipment was called from all the departments at the beginning of the new session and later purchased as per the plan.

- Make Plastic free campus
- Regular Health check-up of faculties and Parents during PTM. Faculties Health check-up was done on 15 August 2015 and Parent Health Check-up was done on 9th April 2016.
- Green Cluster of Career College has adopted Jogger's park of Alkapuri area and is maintaining its greenliness throughout the session. Every month 20 students visit the Jogger's Park for its maintenance.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Earn While You Learn (summer job to our own students in the campus)
- Self Defence classes for girl students

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- The College conducted Poster Presentation and Fancy Dress Competitions on Ozone Day on 16 Sept. 2015.
- Celebrated "Clean and Green Locality Campaign" wherein the students presented a street play on cleanliness in Nayapur village on 25/03/2016.
- Green Cluster Cell of College is committed to preserve the natural biodiversity and eco-friendly campus.

- **Nursery Development:**

To create awareness about preservation of natural diversity and protection of environment among students and faculty members, College has developed one nursery of plants which is maintained by 'Green Cluster. Instead of flowers the saplings which are developed in nursery presented to guests, academicians, eminent subject experts, alumni's, HR, Executives of visiting company etc. Total 650 Saplings were distributed this year.

- **Plantation Drive:**

Plantation drive was organized by **Green Cluster**, Career College in collaboration with **Capital Project Administration (CPA)**, Bhopal on **22nd - 23rd July 2015** in compliance of "Prime minister's Swachh Bharat Abhiyaan". About 200 students of Career College participated in this plantation drive. Approximately one thousand saplings were planted by students at Damkheda village. The plantation was done under the guidance of Mr Sudeep Singh, Chief Conservator of Forest, Mr Manoj Chaudhary Assistant CCF and Mr Adhar Singh, Forest Ranger CPA Bhopal. During this plantation drive about 40 species of saplings were planted. This activity was planned with the intention of making students aware about environment protection. Students learned how to plant saplings and they gained lots of knowledge from this activity.

- **Environment Awareness Program:**

To create awareness about environment some 200 Saplings were distributed on the Auspicious occasion of Independence Day to students and staff members.

- **Swachhata Abhiyaan:**

Students of Career College participated in Swachhata Abhiyaan and volunteered to clean polythene, wrappers, etc at Kaliasot Dam on 12th September 2015. This activity was organized by Green Cluster in collaboration with MP Pollution Control Board under National Green Tribunal Guidelines. Swachh Bharat Abhiyaan is not just about cleaning surroundings but also seeking the participation of people in planting tree, creating trash free environment, providing sanitation facilities and paving a way for Swachh Bharat eventually.

- **Guest Lecture:**

A Guest lecture was organized by Green cluster on 9th September 2015 for UG and PG classes. The topic of the lecture was Bio Waste Management. The lecture was delivered by Dr M.Qureshi Scientist, MP Pollution Control Board, Bhopal. The objective of this lecture was to give the students information about Bio waste and its Management.

- **"The Swachh Bharat Campaign" a positive move:**

In Compliance of Prime Minister's 'Swachh Bharat Campaign' Green Cluster of Career College has adopted Joggers Park of Alkapuri Area in Bhopal. Around twenty students clean Joggers Park once a month and maintain its Cleanliness.

7.5 Whether environmental audit was conducted? Yes No

Green Audit of the campus was carried out by the external agency, Niche Quality Solutions Pvt Ltd on 20/12/2015. The certified auditor observed the efforts made by college in terms of plantation and maintaining greenery in the campus. Nurturing plants is one of the non-academic pursuits that develop eco-concern among the students.

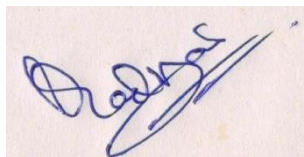
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

<p>Strength</p> <ul style="list-style-type: none">• Eco friendly campus.• Management is liberal in providing all essential facilities to the college.• Teaching and Non-Teaching staff are dedicated to the growth of the college.• Students are involved in research activity• Ragging free campus• Facilities to promote students' participation in co-curricular activities and sports. <p>Weakness</p> <ul style="list-style-type: none">• Lesser number of research projects by faculty• Lesser concentration on providing guidance to students for competitive examination. <p>Opportunities</p> <ul style="list-style-type: none">• Enhanced possibilities of providing consultancy to various industries in computer software and use of free resources.• More streamlined strategy for monitoring of students progression. <p>Threats</p> <ul style="list-style-type: none">• Constraint in getting collaborative research projects funded by Government agencies.• Constraint in getting schedule of timely examination and timely declaration of result by the universing.

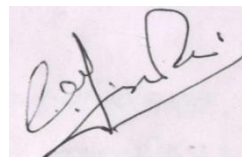
8. Plans of institution for next year

<ul style="list-style-type: none">• Establishment of Sewage Treatment Plant.• To provide Scholarship/ Fee concession to meritorious students, students doing well in sports, Cultural activities, etc.• More focus on research activities.• Emphasis on library reading for faculty• Organize International Conference in college• More parking lots for staff/students
--

Name **Prof. Pradeep Jain**



Name **Dr. P.N. Tiwari**



Annexure I**A-1 ACADEMIC CALENDAR**

ACADEMIC CALANDER FOR THE YEAR - 2014 – 15						
Dept. of Commerce & Management						
WEEK	JUL	AUG	SEP	OCT	NOV	DEC
I	Counselling & Admission	Teaching started	Guest Lectures/ Teachers Day,	Programme/ Telly/ Tax	Classes Remedial Classes, P.T.M.	Semester Exam
II	Orientation Programme for I Sem	Guest Lecture,	Insurance week / CCE/World Literacy Day,	Programme/ Telly/ Tax	Diwali Vacation/ Preparation Leave	Semester Exam
III	Commencement of Classes - III & V	Work Shop_ Office Management and Independence Day Celebration.	Industrial Visit/ Tour	Debate competition/ Dusshera Holidays	Semester Exam	Semester Exam
IV	Bridge Course KSA Teaching	PADC & CAMS	World Tourism Day & CAMS	World Disaster Day/ S.S.R.U.	Semester Exam	Semester Exam
Dept. of Computer Science		AUG	SEP	OCT	NOV	DEC
I	Counselling & Orientation of I sem UG & PG	Welcome of New Students	Teacher's Day	Industrial Tour	Practical Exam PTM SSRU	Semester Exams
II	Orientation Programme	Bridge Course	World Literacy Day CCE		Preparation Leave	Semester Exams
III	Commencement of Classes - III & V	KSA /Guest lecture/Independence Day Celebration		Educational Visit,	Semester Exams	Semester Exam
IV	Commencement of Classes - III & V	Workshop/ PADC & C.A.M.S.	Abhyudaya 2K15	Diwali Practical Exam	Semester Exams	Semester Break
Dept. of Biotechnology		AUG	SEP	OCT	NOV	DEC
I	Counceling and orientation of I Sem	Commencement of classes.	Class Test	Non-violence Day	PTM SSRU	Semester Exam
II	Orientation programme	KSA B.Sc & M.Sc. I sem NSS, Orientation, CAMS	Literacy Day Celebration CCE I, III, V Sem.		Diwali Vacation	Semester Exam

III	Commencement of Classes - III & V	Indepen. Day celebration Plantation	Guest lecture	Dusshera Holidays	Preparation leave	Semester Exam
IV	Commencement of Classes - III & V	PADC, CAMS	Presentation, CAMS	Practical Exam	Semester Exam	Semester Break
Dept. of Biochemistry		AUG	SEP	OCT	NOV	DEC
I	Counseling and orientation of I Sem	Commencement of classes.	Class Test	Non-violence Day	PTM SSRU	Semester Exam
II	Orientation programme	KSA B.Sc & M.Sc. I sem NSS, Orientation, CAMS	Literacy Day Celebration CCE I, III, V Sem.		Diwali Vacation	Semester Exam
III	Commencement of Classes - III & V	Indepen. Day celebration Plantation	Guest lecture	Dusshera Holidays	Preparation leave	Semester Exam
IV	Commencement of Classes - III & V	PADC, CAMS	Presentation, CAMS	Practical Exam	Semester Exam	Semester Break
Dept. of Botany		AUG	SEP	OCT	NOV	DEC
I	Counseling	Freshers., Short term Training for M.Sc I	Short term training	Celebration of Wild Life conservation day.	Celebration of World Community Day	Semester Exam
II	Orientation Programme	KSA	CCE / literacy day	Work shop on Vermi Culture	PL for Sem. Classes/ Remedial class	Semester Exam
III	Commencement of classes	Independence Day, Plantation prog. / Blood Donation Camp	Science Exhibition	Dussehera Holidays	Semester Exam	Semester Exam
IV	Training for B.Sc Vth Sem	PADC, CAMS	Guest Lecture	Practical Exam of I, III & V Sem. classes	Semester Exam	Semester Break
Dept. of Zoology		AUG	SEP	OCT	NOV	DEC
I	Counseling	Practical Orientation	Group Discussion/ Social Activity	Celeb. Of Wild life Conserv. Day	SSRU and Celeb. Of World Community Day	Sem Exam

II	Orientation Programme	KSA	CCE	Workshop On Vermiculture	Revision/ Class Test	Sem Exam
III	Commencement of classes	Independence day celebration	Guest Lecture	Diwali Vacation	PL	Sem Exam
IV	Training for B.Sc Vth Sem	PADC	Education Visit	Practical Exam	Sem Exam	Sem Exam
Dept. of Chemistry		AUG	SEP	OCT	NOV	DEC
I	Counselling	Teaching started	Industrial tour	Class seminar for PG Classes	Practical exams for all/SSRU, PTM	Semester exams
II	Orientation Programme	Environment awareness Prog. KSA for M.Sc and B.Sc I sem	CCE for U.G and P.G	Guest lecture.	Diwali Holidays/ Preparation leave	Semester exams
III	Commencement of classes	Independence day / Guest lecture /Pract.orientation for UG and PG	Ozone layer preservation day	Dussehra holidays	Semester Exams	Semester exams
IV	Training for B.Sc Vth Sem	PADC, CAMS	CAMS	Social awareness programme/Prac.e xams for all	Semester Exams	Semester break
Dept. of Microbiology		AUG	SEP	OCT	NOV	DEC
I	Counselling	Teaching Started	Presentation by M.Sc Students	World elderly day,	PTM, SSRU	Semester exams
II	Orientation Programme	KSA	Literacy day/ CCE	Guest lecture on Careers in Microbiology	Diwali Vacation/ PL	Semester exams
III	Commencement of classes	Group discussion on latest trends in science for students	Audio-Visual session on microbiology for all B.Sc and M.Sc (Microbio)	Dussehra Holidays	Semester Exam	Semester exams
IV	Training for B.Sc Vth Sem	Industrial visit PADC, CAMS	CAMS	Practical Exam	Semester Exam	Semester break
Dept. of Library Science		AUG	SEP	OCT	NOV	DEC
I	Counselling	Orientation for UG/PG	Teachers Day	Inhouse Training on N-List	Social Activity	Assignments

II	Orientation Programme	,Blood Donation Camp,Plantation Day,	Literacy Day,Class Seminar	Class Seminar	Diwali Vacation	Class Seminar
III	Commencement of classes	Dr. Ranganthan Jyanti/ Independence Day	KSA for UG/PG	Dussehra Vaccations	Library week/ Inhouse Training on SOUL 2.0	I Mock Exam
IV	Training for B.Sc Vth Sem	PADC and C.A.M.S	Orientation for Classification Schemes I	SSRU	Guest Lecture	Guest Lecture
Dept. of Linguistic Department		AUG	SEP	OCT	NOV	DEC
I	Counselling	Guest Lecture	Teachers Day Celebration (Essay)	-	Work shop Seminar	Semester Exam
II	Orientation Programme	Debate Competition	Literacy Day/ CCE	-	Diwali Holiday	Semester Exam
III	Commencement of classes	Independence Day Celebration	Hindi Diwas 14th September	Dussehra	Semester Exam	Semester Exam
IV	Training for B.Sc Vth Sem	Guest Lecture/ PADC & CAMS	CAMS	Guest Lecture	Semester Exam	Semester Break
Dept. of Paramedical Sciences		AUG	SEP	OCT	NOV	DEC
I	UG/PG. Counselling, Doctors day celebration	UG regular classes, Clinical posting , Guest lecture	OPD Posting	1 st Mock Exam for P.P.T.	University Exam/ B.P.T, BMLT	Aids day awareness
II	Orientation programme	MPT regular classes/ PG clinical posting	World Physiotherapy Day/Blood donation camp.	Short term course BMLT /Regular Session UG&PG	Diwali Holidays/ PL	1st Mock exam
III	Commencement of class	Independence Day celebration	Blood Donation Camp	Dussehra vacations	Free Camps	MPT Case Presentation
IV	Camp on Orthopaedic Community visit	Senior Citizen Day/ KSA, PADC	World Heart day celebration	Short Term course B.P.T.	Workshop	Hospital posting for final year
Dept. of Education Department		AUG	SEP	OCT	NOV	DEC
I	Admission & Counselling	Community Work	Micro Teaching, Teacher's Day & Literacy Day Celebration	Lesson Planning & its Practices	Teaching Practice in schools	

II	Orientation programme	Community work	Micro Teaching/ Literacy day	Lesson Planning & its Practices	Teaching Practice in schools Deepawali Holidays	Teaching Aid competition
III	Commencement of Classes	Workshop for Work Experience / Independence Day Celebration	Micro teaching Hindi Diwas Celebration	Lesson Planning & its Practices Extempore Competition Dussehra	Teaching Practice in schools	Paper Presentation
IV	Teaching	Guest Lecture / PADC & CAMS	Guest Lecture , Micro Teaching	Guest Lecture/ SSRU	Guest Lecture	Guest Lecture
NSS / NCC		AUG	SEP	OCT	NOV	DEC
I	Counselling .Commencement of classes	Orientation Program for All Students	Lecture on Nutrition, Teachers day	Gandhi Jayanti	-	World ADIS Day/NSS Social Worker day
II	Orientation programme	World youth Day	World Literacy Day	World Hand Wash Day	Komi ekta Diwas	World Human Rights Day
III	Commencement of classes	Independence Day / Plantation/ Blood Donation	Plantation	Dussehra Holiday	N.C.C. Day	
IV	Teaching	Sadbhavana Diwas	N.S.S.Day	Traffic Week	AIDS awareness Week	Community service
COMMON ACTIVITIES		AUG	SEP	OCT	NOV	DEC
I			Teachers Day			
II			Literacy Day		Diwali Holiday	
III		Independence Day Celebration		Dussehra Holiday		
IV		National Sports Day	Abhyudaya 2k15	Sports Week		
ACADEMIC CALANDER FOR THE YEAR - 2014 – 15						
Dept. of Commerce & Management						
WEEK	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of II,IV,VI Sem	Presentation	CCE	Viva/ Practical/ Semester exam	Semester Exams	Semester Break
II	Nation Youth day	Guest Lecture	Womens Day, PTM	Viva/ Practical/ Semester exam S.S.R.U Remedial Classes	Semester Exams	Semester Break
III	Guest lecture	Management Day Fete & classes	World Water Day /Annual Function	Viva/ Practical/ Semester exam/ Farewell for final year students	Semester Exams / Counselling	Online Admission Process & Counselling
IV	Republic Day	Visit / Fete /Classes	S.S.R.U. Remedial Classes / CAMS	PL/ Semester Exam	Semester Break / Counselling	Online Admission Process & Counselling

Dept of Computer Science	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of U.G. & P.G. Classes	Educational Visit	CCE	Prac.Exam.	Semester Exams	Counselling for Admission
II	National Youth Day	Guest lecture	International Women's Day/ PTM	Prac.Exam/ Project,SSRU	Semester Exams	Counselling for Admission
III	Practical Orientation	Workshop	Award Function	Preparation Leave Farewell	Semester Exams	Counselling for Admission
IV	Sports Week, CAMS/Republic Day	National Science Day - 28-2-00 , CAMS	Practical Exam. C.A.M.S.	Semester Exams	Semester Break	Counselling for Admission
Dept of Biotechnology	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of II,IV,VI sem.	Class Test	International Women's Day Celebration CCE II, IV,VI sem.	Practical Exams	Semester Exam	Semester Break / Counselling
II	Practical orientation	Presentation	PTM	Remedial Classes	Semester Exam	
III	Industrial visit	Guest lecture	Award Function	Class Test Farewell Party/SSRU	Semester Exam / Counselling	Admission Counselling
IV	Republic Day Celebration Sports Day	Fate/Exhibition on Science Day CAMS	Presentation / CAMS	Exam preparation leave	Semester Exam / Counselling	Admission Counselling
Dept of Biochemistry	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of II,IV,VI sem.	Class Test	International Women's Day Celebration CCE II, IV,VI sem.	Practical Exams	Semester Exam	Semester Break / Counselling
II	Practical orientation	Presentation	PTM	Remedial Classes	Semester Exam	
III	Industrial visit	Guest lecture	Award Function	Class Test Farewell Party/SSRU	Semester Exam / Counselling	Admission Counselling
IV	Republic Day Celebration Sports Day	Fate/Exhibition on Science Day CAMS	Presentation / CAMS	Exam preparation leave	Semester Exam / Counselling	Admission Counselling
Dept of Botany	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of UG Classes , II, IV , VI	National Seminar	CCE	Pract. Exam. UG & PG Sem Compilation of CCE	Final Exams of UG & PG	Semester Break
II	Local Botanical Visit	Evaluation of Internship of Msc	PTM/ UG and PG classes	Eval. of Project Viva	Final Exams of UG & PG	Semester Break
III	Project allotment to all Sem. Classes/ Internship of M.Sc.	Work shop of Mushroom cultivation	Award Function	Farewell/ Practical Exam SSRU	Final Exams of UG & PG	Admission counselling
IV	Sports Week, Republic Day	Attend. Evaluation / CAMS	World Forest Day-21 March 2015 / CAMS	Final Exams of UG & PG	Compilation of session 2013-14/ Semester Break	Admission counselling

Dept of Zoology	JAN	FEB	MAR	APR	MAY	JUN
I	New Sem start	Class Seminar for all Sem	Workshop on Museum keeping/ CCE	Practical Exam	Sem. Exam	Sem exam/ Counselling
II	Project Orientation for B.Sc-VI Sem	Assing. Allocation for B.Sc-II Sem	PTM	Guest lecture on water conservation day	Sem. Exam	Sem exam/ Counselling
III	Prac. Orientation	Guest Lect. On Cancer Survivor day	Education visit/ Award function	SSRU/PL	Sem exam/ Counselling	Admission/Counselling
IV	Sports Week/ Republic Day	Attend. Evaluation/ CAMS	Attend. Evaluation	Sem. Exam/ PL	Sem exam/ Counselling	Admission/Counselling
Dept of Chemistry	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of regular classes for new Sem	Project training M.Sc IV Sem	CCE for U. G and P. G	Practical exams for all	Semester exams	Counselling for admission
II	Project orientation for M.Sc IV sem	Project training M.Sc IV Sem/ Guest lecture	PPT presentation of Project/PTM	Practical exams for all	Semester	Counselling
III	Educational tour	Workshop	Pre Practical/Viva orientation for U. G & P.G /Award function	Preparation leave/ Farewell / SSRU	Semester exams	Counselling for admission
IV	Sports week/CAMS/ Republic Day	Science day celebration /CAMS	CAMS/Practical exams for all	Semester exams	Sem. Break/Counselling for admission	Counselling for admission
Dept of Microbiology	JAN	FEB	MAR	APR	MAY	JUN
I	Preparation for new semester Commencement of II,IV,VI Sem	Industrial visit/ Training for M.Sc	CCE	Guest Lecture/ Practical exam	Semester exam	Semester break
II	Magic of Biology/ Fun Activity	Health day, Guest Lecture	PTM	Remedial classes	Semester exam	Semester break
III	Training for B.Sc	AV session on recent advances in molecular Biology	World Water Day/ Award Function	Practical Exam/Farewell / SSRU	Semester exam / Counselling	Counselling
IV	Sports day, Republic Day	Fate and Exhibition	CAMS/ Practical Exam	CAMS/ Practical Exam	Semester Exams / Counselling	Counselling
Dept of Library Sc	JAN	FEB	MAR	APR	MAY	JUN
I	Sports meet/Commencement of U.G. & P.G. Classes	Library Visit	Social Activity	Workshop on Library Software / PPT Presentation	45 working day internship . For PG Students	Counselling for new Admission
II	Class Seminar	Class Seminar	Educational Tour	University Exams	30 working days Internship for UG students	Counselling for new Admission
III	Training on Library Software	II Mock Exam	Annual Function	University Exams	Summer Vacation	Counselling for new Admission
IV	Library Visit, Sports Day / Republic Day	Workshop on Communication Skills	Workshop on Digital Lib	Final Practical for UG/PG	Summer Vacation	Counselling for new Admission
Dept of Linguistic	JAN	FEB	MAR	APR	MAY	JUN
I	Commencement of class	Hindi / English Skit competition	Practical/ Mock Exam		Semester Exam	Online Admission/ Counselling

II	Quiz Competition	-	Practical exam/ Education tour/ PTM	Exam started	Semester Exam	Online Admission/ Counselling
III		Guest Lecture	Practical exam/ Guest Lecture/ Award Function	Research Orientation/ SSRU	Semester Exam	Online Admission/ Counselling
IV	Republic day Celebration	CAMS	CAMS	PL	Semester Exam	Online Admission/ Counselling
Dept of Paramedical	JAN	FEB	MAR	APR	MAY	JUN
I	Clinical Posting/ Short term course BPT	Educational tour & participation for IAP, conference in Shimla	Seminar/ Short term course/ CCE	II mock exam	University exam	Summer Vacation
II	Field Visit	Community visit/ Short term course BMLT	Womens day celebration/ Womens health programme	Guest Lecture for MPT	Uni. Practical exam	Summer Vacation
III	Seminar Presentation	Regular session	PPT Presentation of theses/ projects/ Regular Session/ PTM/ Annual function	Research orientation/ SSRU	Summer Vacation	UG & PG counselling
IV	Free Camp & Republic day Celebration	Final year project submission	PPT presentation	Case Presentation	Summer Vacation	UG & PG counselling for Admission
Dept of Education	JAN	FEB	MAR	APR	MAY	JUN
I	Guest Lecture	Mock Exam (Theory)	Mock Exam (Practicals)	Remedial & Tutorial Classes	Admission & Counselling	Admission Counselling
II	PPT presentation Lesson Plan	Mock Exam (Theory)	Mock Exam (Practicals)	Remedial & Tutorial Classes	Admission & Counselling	Admission Counselling
III	-	Guest Lecture	Final Teaching Exams	Farewell	Admission & Counselling	Admission Counselling
IV	Republic day Celebration	-	Guest Lecture	SSRU	Admission & Counselling	Admission Counselling
NCC & NSS	JAN	FEB	MAR	APR	MAY	JUN
I	Visit to Old age home	Social activity	Lecture on Women's Day	-	-	International Environment Day
II	National Youth Day/Week	Social Activity	International womens Day	International Health Day	-	-
III	Activities on Youth Week (18th Jan)	NCC B & C Certificate Exam	University Theory Exams.	-	-	-
IV	Republic Day	Annual NSS Camp	University Theory Exams.	-	World Tobacco Ban Day	-
Common Activites	JAN	FEB	MAR	APR	MAY	JUN
I		National Seminar (Botany)				
II	National Youth Day		PTM			
III			Award Function			
IV	Republic Day, Sports week			Farewell		

A-II FEEDBACK FORMS

Career College Bhopal Report on Analysis of feedback taken from Stakeholders (Session: 2015-2016)

The institution constantly interacts with various stakeholders such as alumni, industry, employers, research agencies, parents, faculties, students etc from time to time on various points like infrastructure, support facilities, academic improvements, etc. At the same time feedbacks with regard to curriculum is also received and discussed. Proper analysis of feedback is done and feedbacks related to improvement or changes in curriculum are communicated to the University thereby seeking modifications in the curriculum. Graphical representations of Analysis of feedback of the students, parents and Alumni are being annexed with this document. In this regard suggestions related to institutional progress were discussed in meeting of IQAC held on 4/8/16.

Positive comments and suggestions received from Stakeholders are as follows:

➤ Positive Comments

- Staff is very supportive and competent.
- Excellent exposure in the last 3 Years.
- Administration is very good.
- Co-curricular activities are excellent and help in personality development of students.
- PTM is a good initiative and it is the best way to know about behaviour and educational progress of the wards.

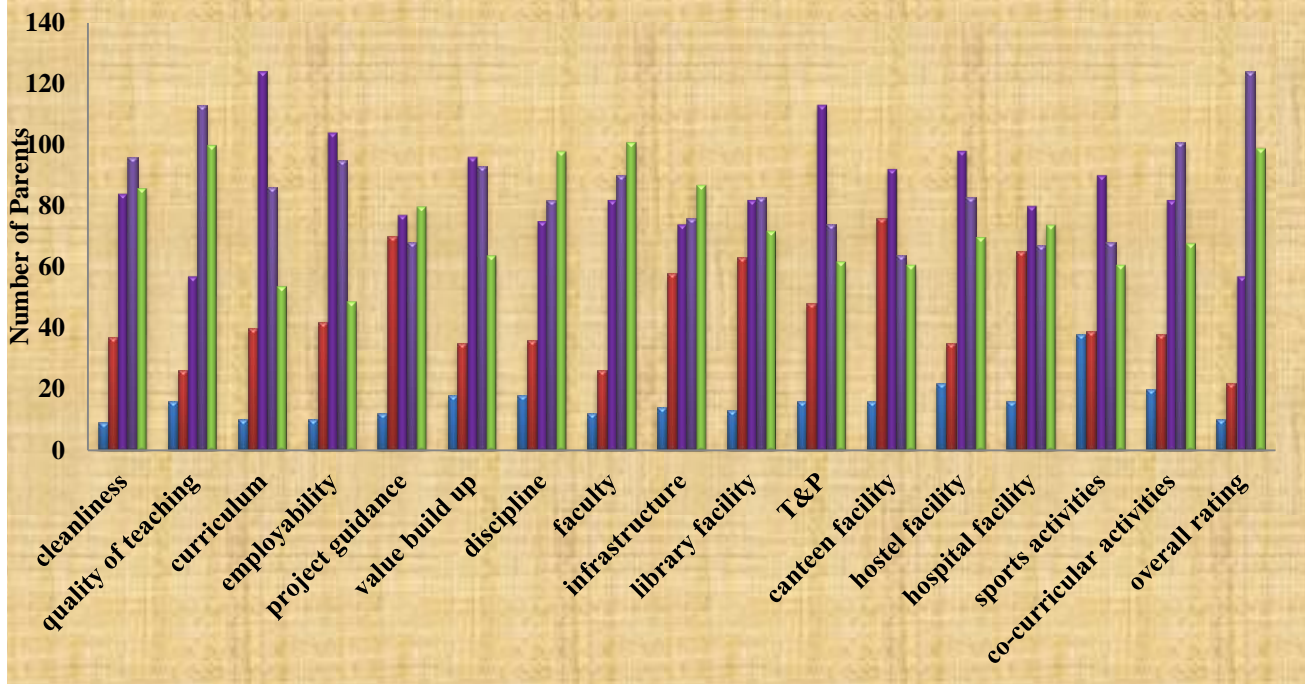
➤ Suggestions

1. Participation of students in inter college competitions should be encouraged.
2. Working of equipment should be checked from time to time in laboratories. Lab size should be increased
3. Proper sitting place during free time for students should be provided.
4. Canteen should be improved & water facility should be provided in canteen.
5. Proper sitting arrangement & instructions should be given to students so that they can sit in the college garden during their free time.
6. No. of English Communication and Personality Development classes should be increased.
7. Need some GD Classes.
8. Need improvement in Library facilities.
9. Parking facility for students with a shed should be provided in the college campus.
10. Sports, NSS & social activities should be increased.
11. Management should start accepting cheque or online transfer for fees of students.
12. Sitting room should be provided for parents on working days.
13. Washrooms cleanliness should be improved.
14. Extra classes should be provided for Entrance/ Competitive exams and Mathematics.
15. Self Defence classes should be conducted.
16. No Annual function and competitions during exams.
17. Tie should be included in Uniform.
18. Improvement in college campus security.
19. Boys Hostel.
20. More Educational Tours.

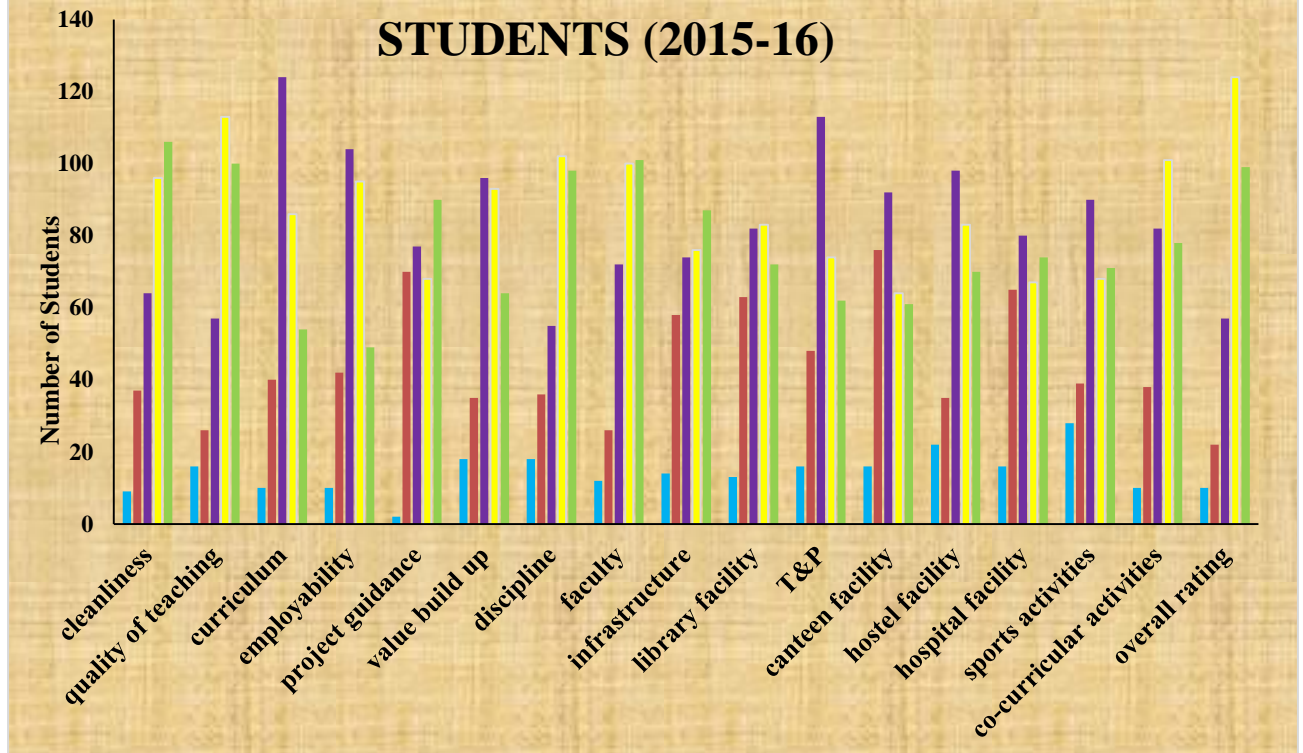
➤ **Action Taken:**

1. Cultural Cell has been constituted and been instructed to encourage students for participating in inter college competitions.
2. Yearly calibration of equipment has been started and reports will be prepared by departmental members.
3. Students are allowed to sit in lawns near canteen.
4. Polythene bags have been banned in canteen. Cleanliness has been improved .Management instructed canteen owner to keep water cooler.
5. Students are allowed to sit in lawns near canteen.
6. PADC Cell has worked upon it sincerely and communication classes have been mentioned in college timetables and conducted as per timetable.
7. T and P Cell is working very efficiently and GD sessions have been increased.
8. Library Cell has been made which is working very efficiently and improving library facilities.
9. Good parking facility has been provided to students in campus as well as back side of college.
10. Sports, NSS and Social activities have been increased by each Department.
11. Online fee payment system has been introduced in college.
12. Proper sitting arrangement has been made for parents in central lobby.
13. Washrooms Cleanliness has been improved.
14. Extra classes for Entrance/ Competitive exams and Mathematics have been started.
15. Two smart classes have been sanctioned and will be introduced from next session.
16. Started Self Defence Classes under guidance of Women Empowerment cell.
17. Academic Calendar has been planned accordingly.
18. Tie has not been made a part of regular uniform because it adds to the cost of uniform.
19. College campus security has been improved.
20. College signed a contract with certain boy's hostels and students will be provided rooms there at 10% discount.
21. One Educational Tour per year will be compulsorily taken by each Department.

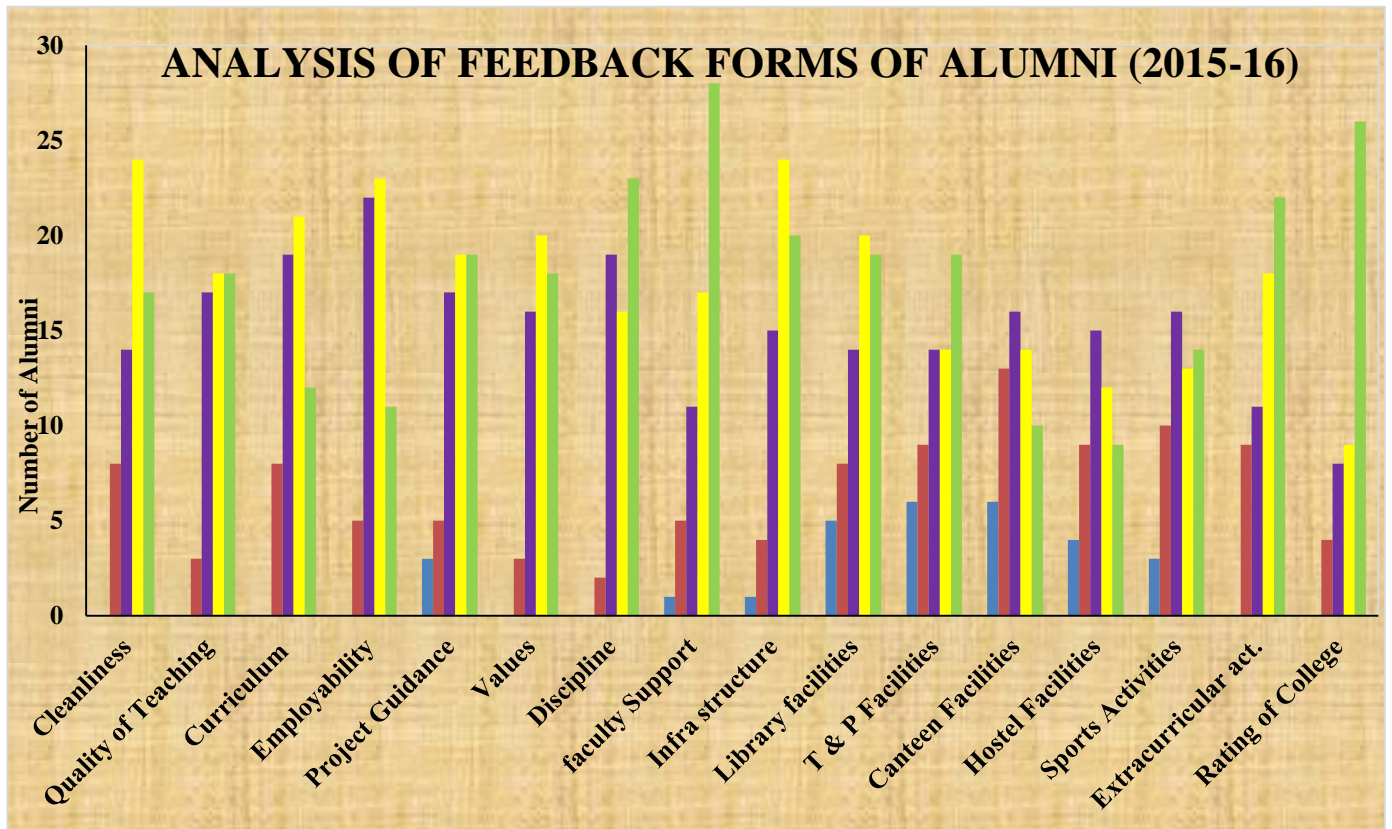
ANALYSIS OF FEEDBACK FORMS OF PARENTS (2015-16)



ANALYSIS OF FEEDBACK FORMS OF STUDENTS (2015-16)



- Unsatisfactory ■
- Satisfactory ■
- Good ■
- Very good ■
- Excellent ■



A-III BEST PRACTICE

1. Title of the Practice:

Earn While You Learn (summer job to our own students in the campus)

2. Goal

The goal of providing summer job to the students is that students can learn new skills like they can develop their communication skill, leadership quality, time management, etc. At the time of admission months in our college there is a large influx of parents and students in the campus. The students, who are given summer job were involved in scanning documents, dealing with the queries of parents and new students, conveying information regarding admission from one department to another, filing of documents, helping parents and students in e-payments of fee, etc. By doing these activities they learn to manage the crowd, learn to deal with different situations, learn to be punctual. The types of activities are worthy for them because it will directly or indirectly help in the personality development of students.

3. Context

Employment can be beneficial for youth by teaching responsibilities, organization and time management and helping to establish good work habits, experience and financial stability. There are many advantages to do summer job in the college especially for the wards of the parents who have low income. Summer job programme can improve non cognitive skills like time management, perseverance and self-confidence. Youth employment is a giant first step towards a long fruitful working life. This teaches independence and money management

One of the points of vision of Career College is to strive for academic excellence as well as excellence in career achievements of students through pragmatic approaches. We try to create opportunities for students to develop their skills and capabilities. Summer job is a venture to fulfil this vision. Through this we try to inculcate strong positive attitude in the students there by preparing students to face global challenges and competitiveness. So providing summer job to the students is in compliance with the vision of institution. This provides financial support for some needy students.

4. The Practice

Summer job programme is specially started to provide financial help for needy students. Although college has many other schemes to help out the financially weak students, this programme directly involves the students into the activities of the college. They know more about the activities and policies of college and also convey this to the society. During the period of summer job, they interact with so many people which helps them to improve their confidence level, leadership quality and personality development.

The main procedure involved in the practice of summer job starts with a notice from Admission Cell through Principal to all the mentors in which they are requested to provide the names of students who are interested for summer job. Each mentor has all details of his/her assigned students. From all the departments the suggested names are collected by the cell and required numbers of students are selected from that list. The selected students are then allotted a fixed number of days (20 days) and shift. Only four hour work duration is allotted to each student per day. A meeting of the selected students are also called there in they are informed about the responsibilities and nature of job. A consent form is filled by the students duly signed by their parents. Basic information about the students, phone number and photograph of the students are included in the consent form. After allotting the shifts daily attendance of these students are also maintained. The students are informed telephonically if there is any change in the schedule. After completing the fixed

number of days as mentioned in their consent form they are relieved from the duties of summer job. Some needy students are given two rotations so that they can earn double amount. Some of the students used the money to pay their college fees and some others used the money for opening a saving account. The daily attendance register is checked regularly by the Principal. He often talks and motivates these students. The list of students completed the summer job duly signed by the Principal is then send to the accounts section and from there it is sent to the Governing body. After sanctioning the amount by the governing body, cheques are issued in the names of students who have completed the job. Most of the students seek the permission to adjust their college fees with summer job stipend.

5. Evidence of Success

Summer job practice gave new wings to personality of the students. Total 55 students were benefitted by summer job in the session 2015-16. They feel independent, learnt new ways to explore their abilities, used the earn money for the improvement of their academics. Feeling of responsibility has developed as well they feel very happy to add to economic status of their family.

No matter how brainless or backbreaking summer job may be, the benefits are much beyond their pocket money. It may not add a lot to the resume but at least will give some impetus to experience column in their resumes.

The benefits they gained are as follows:

Confidence: Most students who worked are better off in many ways than other students and one of the key areas they developed was to excel in confidence. Whether it's learning a new skill, surviving a stressful work environment or learning to deal with a hard-driving teacher or a nasty student; they learnt to deal and hence built confidence.

Time Management: Sitting idle at home won't help anyone but prioritizing, planning and learning to get a realistic sense of how much you can actually accomplish definitely. Summer job helped them to manage time for learning new skills and planning accordingly.

Learning New Skills: A summer job enable many to learn new skills like dealing with computers, filling online forms, formatting of pictures, editing work, printing and many other tasks which could be of benefit in future. This enabled students to know themselves, evaluate their strengths and weaknesses.

Broaden Social Circle: Students of different streams worked together; learnt from each other and hence broaden their social networking through peer learning.

Parents are quite inspired by this activity and have opinion that this will help in imbibing responsibility towards sharing economic burden of family as well learn new work. Visiting parents are motivated to get their wards admitted seeing the students working.

6. Problem encountered and resources required

The main problem encountered initially was to involve the students in proper shifts. But due to summer vacation time we have to make some adjustments according to the convenience of students. Most of the students are willing to work in afternoon shift as during morning and evening they were busy in their coaching classes for competitive exams. At the same time some are engaged in their internship training. A lot of applications for summer job are filed but we could not provide job for all those students.

Some of the students are unaware of online application of admission form filling and are not able to individually help others hence we recruited some students to train them first which resulted in wastage of time. Some of the students were found engaged in gossiping in different rooms instead of their respective duties that created chaos.

Contact details-

Name of the Principal: Dr. P.N. Tiwari
Name of the Institution: Career College
City: Bhopal, Madhya Pradesh, India.
Pin Code: 462023
Accredited Status: B
Work Phone: 0755-2456042 Fax: 0755-2472978
Website: www.careercollegeindia.com Email: info@careercollegeindia.com
Mobile: 94251 49572

1. **Title of the Practice:**

“Self Defense Classes **Nirbhaya**” for girl students.

2. **Goal :**

Now a days it is very necessary to make the girl students aware about their safety measures. There is an urgent need of imparting all kinds of training to the girl students to face the dangerous and unforeseen circumstances. The objective of this training is to protect themselves and also to protect other girl students from being a victim of the circumstances. Career College under the aegis of Women Empowerment Cell has initiated this self defense program named as “NIRBHAYA”. Career College intends to impart this training to almost all the girl students by the session 2018-19.

3. **The context:**

In the present scenario in India and abroad women feel a greater sense of fear on the street, in public transportation, in public places like parks, bus stop, market, etc. and also at work place particularly in the night hours. Life of every individual is precious but unpredictable. Self-defense helps you to be prepared for unexpected situations and also to develop mental and physical strength. The crimes and violence against the females have been increasing immensely, in metro cities. In Mumbai and Delhi attacks on women are more common but it doesn't mean that girls of small cities and villages are safer. Every day and every hour there is news of rape, kidnapping, molesting, domestic violence, trafficking against the females and in such cases there is a deliberate need that the females must prepare themselves for their own security and safety. Every woman should take it as her responsibility to protect her-self from such unpredictable situations.

4. **The practice:**

Self defense and self-protection are important priorities for women. Our training program trained our students to take their safety into their own hands, adapting those techniques which suit women's needs; adding verbal, psychological, and emotional skills; and integrating a critical gender consciousness into their trainings. Most of the women's self-defense programs are designed to teach them simple techniques that can be applied by women against larger and stronger assailants. Most of these courses also incorporate a verbal assertiveness component with some measure of interactive practice, and provide information on gendered violence. Some programs offer adrenal stress training or conditioning with a padded attacker, while others do not.

Our self-defense program is a combination of techniques drawn from martial arts and assertiveness taught within different pedagogies. The major tactics included in the training Session are:

Exercises, Kick, Padding, Jump, Running, Mock fights with boys, protecting themselves from strangers, protecting them when stranded in a lonely or desolate places, protecting them from assaulting weapons like knife, stick, chains, etc. and protecting them from being gagged and tied by rope, duppata, saree, etc.

Girl Students enrol in college self-defense courses will improve their self-confidence, to become more assertive and learn verbal boundary setting skills, and because of fears relating to being assaulted. Our programs help girls to trust one's strength and about vulnerable spots in men, rehearsing simple techniques and the use of everyday objects to interrupt and to escape assaults.

To protect oneself from being harmed, injured or killed is a basic right of every human being. Instead of becoming vulnerable and helpless, wise people learn the tactics and defend themselves. As the person that best defend you is none but you yourself. Women should always rely on their brains for self defense, particularly when it comes to forming the right staying-alive attitude. Using the brain for self defense is intimately tied to prevention. In order to use prevention methods to lower the risks of becoming crime statistics, women have to first use their brains to come up with the right precautions. If prevention falls short, then women will have to rely on their brains anyway in order to implement the physical actions necessary to protect themselves. Our self defence program will provide all the necessary information so that girls can survive in and successfully navigate the dangers of this ever-changing hostile world. Whether they are in an urban setting or in a rural area where help might be a fair distance away, students will be confident that they have the skills and abilities to do what is necessary to survive and girl students will definitely make their attacker wish that they'd stayed at home.

5. Evidence of Success:

More than 200 students were benefited from the program. Feedback forms were filled in by the students and were analysed. According to the analysis girls are now feeling more confident and safe. In 2016, one of our student was waiting at the bus stop. A whisper in her ear asked, "Want a lift?", Two twenty-year-old boys were the source of the whisper. She said no but the boys continued teasing her. She didn't lose her confidence. She punched one of the boys and dialled women helpline number immediately and got the help from local female cop.

Rashmi Mudiliar, a student of BSc VI sem. wrote, After the completion of our self defense program now I cannot rely on others for my protection. It was fruitful for me that I learned self-defense techniques" Ankita Raghuwanshi of B.Sc IV sem believes that the training is not just the ability to defend herself, but also help her to enhance our physical and mental strength. Astha Singh of B.Sc II Sem shared her experience to us that "As a girl I feel completely

safe and equipped to protect myself my friend knowing the skills of Self defense. I highly recommend this class for all girl students”.

6. Problems encountered and resources Required:

We found that girls were not so confident about their abilities to protect themselves before they join self defense classes. Initially we experienced that girls were not showing interest as they thought they are not fit for martial art but when our trainer explained them about one of the biggest advantages that Self defense classes will build confidence in yourself; it is also a great way to protect yourself and grow confidence in yourself, ultimately moulding you into a confident person. After that girl develops their interest in self defense classes and they not only successfully completed the course but also their friends motivated and sister self defense classes.

7. Contact details-

Name of the Principal:	Dr. P.N. Tiwari		
Name of the Institution:	Career College		
City:	Bhopal, Madhya Pradesh, India.		
Pin Code:	462023		
Accredited Status:	B		
Work Phone:	0755-2456042	Fax:	0755-2472978
Website:	www.careercollegeindia.com	Email:	info@careercollegeindia.com
Mobile:	94251 49572		