Yearly Status Report - 2014-2015

Part A	
Data of the Institution	
1. Name of the Institution	**LATE DR. HARIBHAU ADMANE ARTS AND COMMERCE COLLEGE, SAONER**
Name of the head of the Institution	**Virendra Keshaorao Jumde**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07113-232254**
Mobile no.	**9823047169**
Registered Email	**haribhauadmanecollege@gmail.com**
Alternate Email	**virendrajumde9077@gmail.com**
Address	**Kalmeshwar Road, Saoner, Dist. Nagpur**
City/Town	**Saoner**
State/UT	**Maharashtra**
Pincode	**441107**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. ARVIND MAHADEORAO PUNWATKAR**
Phone no/Alternate Phone no.	**07113232255**
Mobile no.	**9860178777**
Registered Email	**arvindpunwatkar@gmail.com**
Alternate Email	**arvindmahant3366@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://drharibhauadmanecollege.in/docs/PreviousAQAR.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://drharibhauadmanecollege.in/docs/AcademicCalendar.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C+**	**63.50**	**2005**	**03-May-2004**	**02-May-2009**

6. Date of Establishment of IQAC

22-Aug-2019

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Arrangement of IPR Workshop	05-Sep-2014 1	13
Arrangement of FDP- Teaching	13-Apr-2015 1	7
Arrangement of FDP- Non Teaching	18-Aug-2014 1	6
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution/Department/Faculty	NA	UGC	2015 0	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Conduction of FDPs 2. Conduction of IPR Workshop 3. Green Initiatives 4. ICT Facility Usage 5. Restructuring IQAC

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Conduction of IPR workshop	Conducted

Conduction of FDP Non- Teaching	Conducted
Conduction of FDP Teaching	Conducted
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2015
Date of Submission	20-Apr-2015
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution has apt mechanism for effective curriculum delivery through a well-planned and documented process. • Being affiliated to Rashtrashant Tukdoji Maharaj Nagpur University, Nagpur, the institution follows the curriculum designed by the university.. • IQAC Initiatives to ensure effective deployment of the curriculum Detailing of Curriculum is communicated as Course Outcomes and is highlighted on the College Website. Before the commencement of the academic session. Academic Calendar committee is directed to prepare academic calendar based on the University calendar and Time Table Committee to prepare Time Table and faculty wise workload. All departments are directed to prepare their Monthly and Annual teachings plan which includes lecture hours and topic to be taught according to the university syllabus and Academic diaries are provided to teachers to record their daily teaching-learning activities. Timetable is displayed on notice board, Classrooms and Staff room and syllabus are discussed with the students. Consideration and planning is done during teachers' leave to ensure curriculum delivery. Faculties are encouraged to attend faculty development programs like Orientation, Refresher and Short Term Courses helps in curriculum deployment. Curriculum implementation is ensured through periodical meetings of IQAC and Departments. • Curriculum Enrichment Activities such as Classroom Seminar, Expert Talks, Guest Lectures, Projects and Surveys are planned within the time-table frames. Teaching Aids like ICT usage, charts, manuscript writing, reference books, Library and other sources like e-notes, journals, are used. Educational tours and Industrial Visits are organized at industrial unit historical and other locations to develop observation skill among student. Additional efforts like Mentor-mentee system, categorization of advanced and slow learners and extra classes for slow

learners. • Academic Flexibility in to the Curriculum is ensured by offering Value added courses to impart multi skills, provide experiential learning and enrich academic skills and enhance employability. • Evaluation and Outcome of curriculum Evaluation is done as per guidelines of University Examination System and through feedback from all stake holders. Outcome of the curriculum is assessed through students' participation and proficiency in events like quizzes, group discussions, research projects, poster presentations, exhibitions and research papers. The effectiveness in the curriculum planning, implementation is thoroughly assessed by the Principal along with IQAC and discussed with all stake holders and corrective measures are implemented with the aim of achieving global competency acting at local level.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
VAP	NA	11/08/2014	30	Employability	Skills Enhancement

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	NA	01/06/2014
BA	NA	01/06/2014

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	931	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
CIP	17/08/2015	151

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History	98
BCom	Economics	53

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Student Feedback on varied aspects is collected at the end of the semester and analyzed. Feedbacks from Parents and Alumni are collected whenever they visit the institution and also in the Parent Teacher Meet and Alumni Meet respectively and analyzed.Student's suggestions and comments on Teaching Learning process, curriculum and other aspects and suggestions and comments of parents and Alumni are taken into account and convey to the IQAC by the Feedback Committee The IQAC in its meeting discusses on suggestions and comments of the stakeholders and appropriate action has been taken for the overall development of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	NA	144	144	144
BA	NA	384	351	351

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014	931	29	6	1	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
7	7	6	6	0	6

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has class guardian system which can be termed as mentor mentee system. The system has been functioning since inception. Under this system full time teachers have been shouldering the responsibility of mentors. Before the teaching work begins, the class wise names of mentors are displayed on the notice board. The mentors shoulder following responsibility of their mentee • They monitor the attendance and academic progress. • They provide primary psychological counselling and if required, refer them for more professional counselling. • They make them acquainted with the institution, its motto, mission and objectives, the facilities available and the regulations of the affiliating university. • They maintain the biographic details of each individual mentee including educational background and socioeconomic status. • They also maintain record of their class attendance, class performance and academic progress. The mentors use both formal and informal means of mentoring. The mentors conduct periodical meeting of the students to ensure effective mentoring. The mentor system also acts as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
960	7	1: 137

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
14	7	7	0	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2014	NA	Assistant Professor	NA
2015	NA	Assistant Professor	NA

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	NA	II,IV,VI	31/05/2015	15/06/2015
BCom	NA	I,III,V	30/11/2015	15/01/2015
BA	NA	II,IV,VI	31/05/2015	15/06/2015
BA	NA	I,III,V	30/11/2014	15/01/2015

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The following major reforms suggested by the university have been adopted by the college: • A strong room is established and equipped with the facilities of internet, Laptop, software, photocopiers, scanners and printers. • Appointment (by the university) of College faculty as Chief Supervisor. • Online submission of examination forms. • Online availability of hall tickets. • Faculty members

worked as invigilators • Faculty members along with the Internal Supervisor (appointed by the university from the other institution) control misconduct, if any during the examination. • Malpractices (copy case and other unfair means) are reported to the University for further Action. • From the year 201617, university has started an online question paper delivery system. • Online submission of subject internal marks, incentive marks of NSS and Department of Lifelong Learning and Extension and Physical Education and Environmental Awareness marks. • College has initiated the continuous assessment of UG with the evaluation methods such as, home assignments, seminars, surprise tests, quiz competitions and open book tests.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words) The institution adheres to the academic calendar for the conduct of examination and other related matters • The College Examination Committee conveys the tentative schedule of University Internal Examinations (Theory) to the Academic Calendar Committee. • The Academic Calendar Committee while preparing the academic calendar, primarily considered the tentative schedule of Internal Examinations (Theory) of all courses and thereafter the other activities are planned. • In the academic session 201718, only F.Y.B.A. and S.Y.B.A. are semester based where as T.Y.B.A. has annual pattern where as B.Com is semester based. • University has allotted 20 marks for Internal Examinations (Theory) of all subjects. • Internal Examinations (Theory) of Semester based courses are conducted in the month of November/December. • Internal Examinations (Theory) of Annual pattern courses are conducted in the month of February/March. • Internal marks are submitted online to the university as per the schedule provided. • The College Examination Committee monitors the Examination related activities. • Apart from the university examination, Continuous Internal Evaluation of students (during semester) through various activities such as seminar, quiz competition, group discussion, surprise test and open book test carried out as per scheduled in the Academic Calendar. Grievances related to these internal assessments are handled by the Student Grievance Cell of the institution.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://drharibhauadmanecollege.in/docs/LinkofVisionMissionPEOsPOsPSOsCOs.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.Com	BCom	NA	53	7	13
BA	BA	NA	98	7	7

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://drharibhauadmanecollege.in/docs/StudentSatisfactionSurveyDetails.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NA	0	0

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IPR Workshop	Institute	05/09/2014

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	01/06/2014	NA

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	01/06/2014

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
All	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	All	7	2

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
All	7

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2015	0	NA	0
NA	NA	NA	2014	0	NA	0

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	2015	0	0	0
NA	NA	NA	2014	0	0	0

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	7	0	0
Presented papers	2	5	0	0
Resource persons	0	0	0	7

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS Activities	NSS	7	960

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS Activities	Appreciation Letters	GOs and NGOs	960

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites

NSS	NSS	NSS Activities	7	960

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Academic Collaborations	7	Institute	7
Industrial Collaborations	960	Institute	7

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industrial Linkage	Industry	Industries	01/06/2014	31/05/2015	967
Academic Linkage	Academic	Institutes	01/06/2014	31/05/2015	967

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Institutes	01/06/2014	Guest Lecture, Library Usage, Lab Usage	967
Industries	01/06/2014	Industrial Visit, Field Visit, Internship	967

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
150000	148815

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing

Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	10	10	0	0	0	2	0	30	3
Added	0	0	0	0	0	0	0	0	0
Total	10	10	0	0	0	2	0	30	3

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
15000	16145	130000	136380

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

- The college has a set procedures and policies for maintaining and utilizing physical,academic and support facilities • The college takes necessary care and precaution towards the maintenance of its infrastructure, facilities and equipment. • The IQAC of college proposes extension, construction and renovation of the existing facilities of equipment and other infrastructural facilities keeping in view the addition in courses and number of students. • To make optimum use of the existing infrastructure for teaching and learning, time table of the existing programme is designed in a systematic way. • The college has Library Advisory Committee. This committee deliberates on the budgetary allocations, evaluates the previous year library activities and proposes new services, acquisition of wherewithal etc., for the current year. • Optimum utilization of Library and its services are ensured by issuing books to local readers and exchange of books with local libraries through MOU. • Maintenance of garden, nursery, ground, water cooler and water and drainage lineand cleaning workdone by the class four staff of the college. • Playgrounds are provided to local sport clubs on free of cost basis for practice and organising sports events and competitions on holidays. • Seminar hall and other infrastructure are provided for local programmes on free of cost basis. • Electric fittings, plumbing work, repairing of furniture, Color and patching of the college premises, maintenance of computers, printers and other equipment are outsourced. • Institution keeps record of all kinds of curricular and cocurricular changes and upgradation in academic aspects.

http://drharibhauadmanecollege.in/docs/MaintenanceProcedures.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Scholarship GOI	900	4000000
b)International	0	0	0

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	11/08/2014	960	In-house
Yoga and Meditation	11/08/2014	960	In-house

Bridge courses	11/08/2014	960	In-house
Remedial coaching	11/08/2014	960	In-house
Soft skill development	11/08/2014	151	In-house

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2014	guidance for competitive examinations and career counselling	153	143	0	16

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Local Industries	153	16		0	0

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2015	2	B.Com	Commerce	Nagpur University	M.Com
2015	3	BA	Arts	Nagpur University	MA

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying

Any Other	0

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Cultural Day	State	960
Annual Sports Week	State	960

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2014	0	National	0	0	0	0

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council is constituted as per the provision of section 40(2) (b) of the Maharashtra Universities Act, 1994, which include topper students of each class from every program. They were selected as class representatives (CR) taking previous year result into consideration. In addition to this two girl students are selected as ladies representative on the basis of their good academic record, participation in various activities and recommendation by teachers. One student from every unit NCC, NSS, Sports and Cultural is recommended by respective officers on the basis of their performance. University representative (UR) is selected from the above student council members by election.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

14

5.4.3 – Alumni contribution during the year (in Rupees) :

7000

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Two practices of decentralization and participative management during the last year are as follows. The College has constituted College Development Committee

and Internal Quality Assurance Cell College Development Committee (CDC): College Development Committee constituted by law is also a good mechanism of decentralization and participative management. On this apex committee at college level the representatives from various fields and sector have been nominated. This comprises representation of management nominee by Principal, teacher representation, women representation, representatives from society, industry, research, student, IQAC etc. This committee as an apex body for the approval of every task and functions in such a way that the view of decentralization and participative management is achieved. In addition this almost all the committee constituted at college level has the representatives from student community belonging to various classes in the college. These representatives of students ensure the decentralization and participative management at institutional level for current academic session. It has also helped to maintain all inclusive participation of the student community. IQAC: The Internal Quality Assurance Cell was established. It was a major step in pushing long term quality standard. IQAC in any institution is significant administrative body that is responsible for all quality matters. It is the prime responsibility of IQAC to initiate, plan and supervise various activities that are necessary to increase the quality of the education imparted in the institution. The IQAC includes faculty members along with members from society of the policy/plan formulation and its implementations. Faculty members in IQAC played an active role in the management of academic activity of the college. Students are actively participated in various curricular, cocurricular and extracurricular activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The admission process is fully transparent and students are admitted by a committee specially constituted for this purpose on the first come first served basis adhering strictly to the norms laid down by the university and the Government of Maharashtra. All the necessary information about the courses available in the college, eligibility criteria, fees structure, scholarships and freeships available, teaching faculties, sports and other facilities, etc. is published through our college prospectus along with the admission form. Moreover, taking the rural background of the students in consideration, students are supported through counselling and other required assistance throughout the admission process.
Industry Interaction / Collaboration	During the current academic session the institution as well – establish placement cell to promote campus placement. Guest lecture are invited for conducting lecture and guidance for

	the students from time to time. 1. The institution has a wellestablished placement cell to promote campus placement. 2. Guest lectures are invited for conducting lecture and guidance for the students from time to time.
Human Resource Management	With the view of quality improvement in human resource management the college has observed various activities. Various college level committees were formed for effective implementation of different activities under the college council and these committees functioned well during whole session. An independent person in charge was nominated shouldering the responsibility of planning, implementation and monitoring the activities of the concerned committee which ensure the smooth function during session. The student were also nominated and entrusted various responsibilities on different committees.
Library, ICT and Physical Infrastructure / Instrumentation	As a library, ICT and physical infrastructure are very much needed for quality teaching and learning, the institution always needed the quality all these things. Strategic measures are undertaken by the college for maintaining facilities. library is well equipped having separate arrangement for students and teachers. The library has books for competitive examinations and these books are issued for reading purpose to the students preparing for various competitive and other examinations.
Research and Development	The institution always motivates and encourages faculty members of all departments to indulge in research activities. We even have a committee which promotes and looks after teachers' participation in Local, National and International conferences, seminars, workshops, etc. as well as publishing research papers. Library, ICT and Physical Infrastructure / Instrumentation. The library is regularly updated and upgraded both in terms of its ICT enabled functioning and computerization. Reference books are added to the library stock every year.
Examination and Evaluation	Examination and evaluation is primarily

	the responsibility of the university to which the college is affiliated. The university prepares time tables for various examinations, allot examination centres, appoints officers and subordinate staff for conducting theory, practical and internal examinations, and then appoints examinees, decides evaluation centres and methods of evaluation and finally declares results in the stipulated time. The college on its part takes unit tests and prelims besides holding classroom interaction, group discussion, debate, quiz, vivavoce to ensure that students are fully prepared for university examinations.
Teaching and Learning	Every teaching faculty is encouraged and supported to undertake efficient and effective teaching learning approaches. They are supposed to update themselves through training programmes, workshops, seminars, etc. The faculties mainly focus on: Semesterwise teaching plan and execution of it Strengthening the ICT enabled teaching and learning PPT presentation for every subject Use of library for reference books, journals and periodicals Besides this, classroom interaction, group discussion, debate, quiz, vivavoce are also conducted as well as home assignments are given to students to make the teaching learning activity more effective.
Curriculum Development	We do not design any curriculum for our students as our institute is affiliated to RTM Nagpur University, Nagpur. We follow the curriculum prepared and prescribed by the university. The institution contributes towards the curriculum development indirectly through a couple of our faculty members working as members of Board of Studies in their respective subjects. The faculty members adopt various means to make the given curriculum interesting to the learners. In that sense they try to adopt the prescribed curriculum to the needs and interests of the students to the highest extent possible.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	NA
Administration	NA

Finance and Accounts	**NA**
Student Admission and Support	**NA**
Examination	**NA**

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2014	**7**	**Conference/ workshop attended**	**NA**	**3500**

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2015	**FDP- Teaching Staff**	**NA**	**13/04/2015**	**13/04/2015**	**7**	**0**
2014	**NA**	**FDP- Non Teaching Staff**	**18/08/2014**	**18/08/2014**	**0**	**5**

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher	**7**	**01/12/2015**	**15/12/2015**	**15**

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	**7**	**5**	**5**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF Loan Assistance, Gratuity, Pension scheme,	**GPF Loan Assistance, Gratuity, Pension scheme,**	**Government Scholarship, open merit scholarship,**

DCPS, Medical Reimbursement, T.A., for special official duties.	DCPS, Medical Reimbursement, T.A., for special official duties.	student Insurance, Book bank scheme, T.A. and D.A. for participation in cocurricular and physical activities at various level.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution conducts internal financial audit regularly. External financial audit is also conducted by certified Auditor. The audited statements are submitted regularly to the government.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Auditor	Yes	Auditor
Administrative	Yes	Auditor	Yes	Auditor

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parent teacher meet is held to discuss and interact with parents. 2. Providing valuable suggestion for development of the institution. 3. Painting out the weaknesses of the college and related departments and suggesting rectification. 4. Faculty members also share information with the parents about their wards. 5. To collect feedback from the parents and to discuss over it.

6.5.3 – Development programmes for support staff (at least three)

1. The principal and the management organise meetings for the support staff whenever required. 2. Felicitate recently Ph.D. awarded faculty. 3. The support staff is also made aware about soft skills, good interaction and drafting skills. 4. Inspire and appreciate the support staff for better work and helps to develop work culture among them. 5. Honorarium 6. Emergent financial help if any.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.Permanent Affiliation 2. 2 (f) 12 (B) Registration 3. Organized National Level Seminar and Conferences 4. Conducted sport activities 5. Encouraged teachers for research activities

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes

b)Participation in NIRF	**No**
c)ISO certification	**No**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

No Data Entered/Not Applicable !!!

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

No Data Entered/Not Applicable !!!

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

No data entered !!!

8.Future Plans of Actions for Next Academic Year

1. To improve academic and administrative processes in regards of NAAC 2. To Study NAAC Manual and apply for Cycle-II